



**WASHINGTON HISTORIC PRESERVATION
COMMISSION**

Regular Scheduled Meeting - Agenda
Tuesday, July 5, 2016
7:00 PM

I. Opening of the meeting

II. Invocation

III. Roll call

IV. Old Business

1. A request has been made by Mr. Steven Rader and Ms. Charlotte Mason for a Certificate of Appropriateness to remove a pine tree located in the back yard of the property on 119/117 South Harvey Street.

V. Certificate of Appropriateness

A. Major Works

1. A request has been made by Ms. Martha Matthews for a Certificate of Appropriateness to remove the existing porch railings located on the front porch of the primary elevation on the property located at 432 East Main Street.
2. A request has been made by Ms. Annette Jefferson for a Certificate of Appropriateness to do the following with their property located at 323 East Main Street:
 - a. Update and repair the existing garden shed.
 - b. Replace the existing wood fence with a new wooden 5' picket fence.
3. A request has been made by Mr. Robin Banks for a Certificate of Appropriateness to remove two trees located on the east and west side of the property located at 550 East Main Street.
4. A request has been made by Mr. Hank Van Dorp for a Certificate of Appropriateness to install a 20' run of fencing along the driveway on property located at 709 West Main Street.
5. A request has been made by Mr. Al Crisp for a Certificate of Appropriateness to demolish the property located at 412 Water Street.

6. A request has been made by Mr. Swanson Graves for a Certificate of Appropriateness to do the following with their property located at 727 Short Drive:
 - a. Upgrade windows.
 - b. Remodel the entrance on the eastern front façade to remove the existing columns and pediment. There will be an addition of a foyer, porch, stairs, sidelights and transom.
 - c. Remodel the entrance on the western front façade to extend the roof overhang, replace the existing 3 columns with 4 smaller columns, and replace the existing railing with a composite railing.
 - d. Reconfigure the windows in the small and large dormers to better compliment the dormer proportions on the front façade.
 - e. Reconfigure the windows on the sun-porch to distinguish newer construction and to better compliment the enclosed porch proportions on the rear elevation.
 - f. Enclose a window on the rear, side elevation entirely.
 - g. Additional paving at the street.
7. A request has been made by the City of Washington and Moss Landing for a blanket approval of eleven building plans to be considered as Minor Works for future construction.

B. Minor Works

1. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 103 River Chase to install a new HVAC system on the tertiary elevation of the property.
2. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 331 Harvey Street to install a new gas pack in place of the previous one of the property.
3. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 209 East MLK Drive to trim and remove tree limbs that are encroaching on the roof of the property.
4. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 238 East Main Street to install a new gas pack in place of the previous one of the property.
5. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 524 West Main Street to repair and replace roofing materials in kind on the roof of the property.

6. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 609 West Main to trim and remove tree limbs that are encroaching on the roof of the property.
7. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 219/221 Pierce Street to repair and replace rotten siding on the house of the property.
8. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 207 Pierce Street to repair and replace rotten siding on the house of the property.
9. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 219 East Main Street to repair and replace rotten fascia board on the front porch of the property.
10. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 129 North Van Norden Street to repair and replace roofing on the house of the property.
11. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 228 Stewart Parkway to repair and replace roofing on the structure. They will also be repairing the deck
12. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 126 North Market Street to place seating on the north side of the property.
13. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 120 North Charlotte Street to add awnings over the two rear entrances of the property.

VI. Other Business

1. Demolition By Neglect Ordinance: Property Status

VII. Approval of Minutes – June 7th, 2016

VIII. Adjourn

OLD BUSINESS

**117/119 South Harvey
Street**

Removal of a Pine Tree

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 117 119 S. Harvey St Washington NC

Historic Property/Name (if applicable): _____

Owner's Name: Charlotte N. Mason

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

remove pine tree from back yard

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Charlotte N. Mason
(Name of Applicant - type or print)

119 S. Harvey St. Washington NC
(Mailing Address) (Zip Code)

6-13-16 402 9965
(Date) (Daytime Phone Number)

Charlotte Mason
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

I authorize and city staff or Steve Radler
to present this partition

Charlotte N. Mason

Beaufort County Property Photos

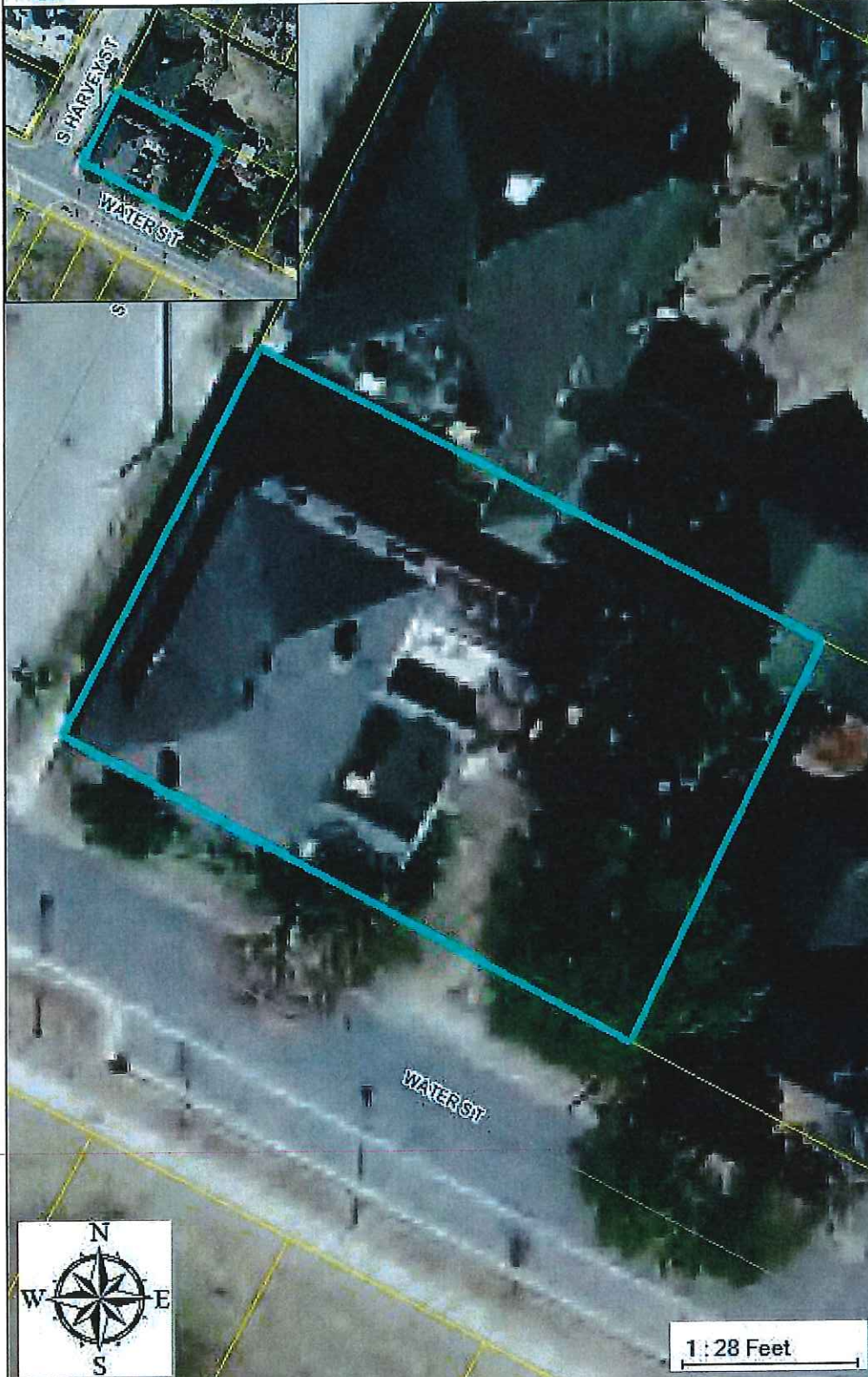
PIN: 15016009

Photo: 15016009.jpg

15-016009



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Parcels



Property Land Owners



Interior Tract Lines



Centerlines



County Line



County Line (Solid)

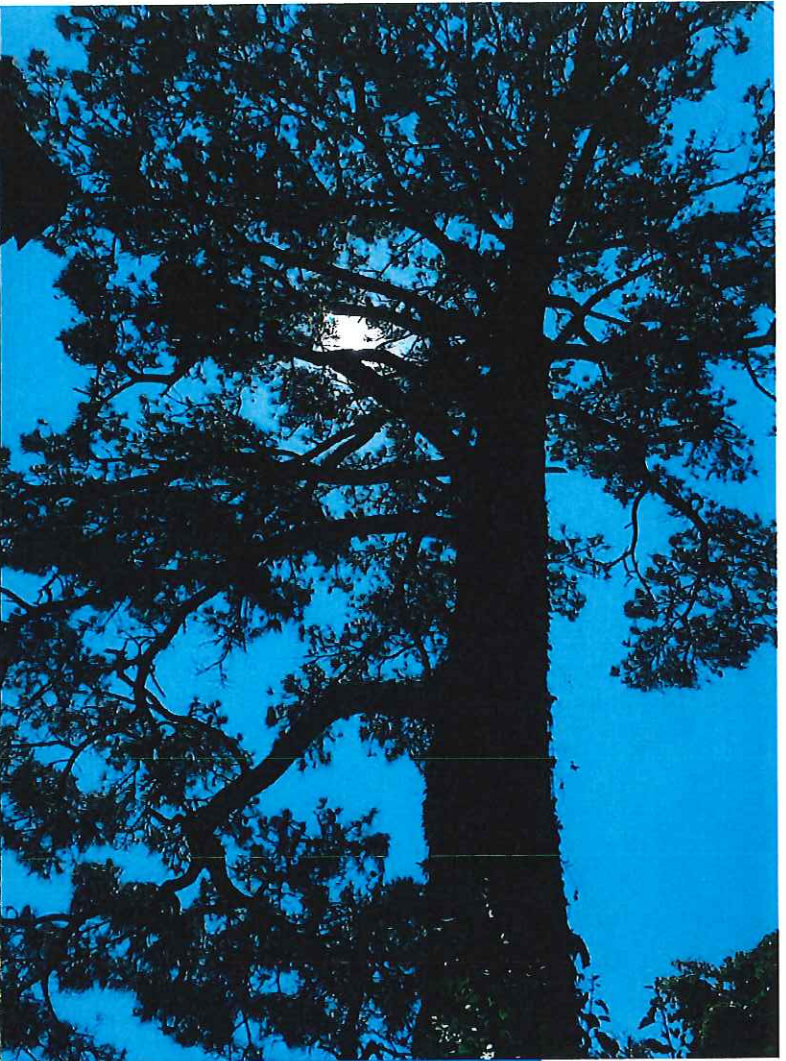


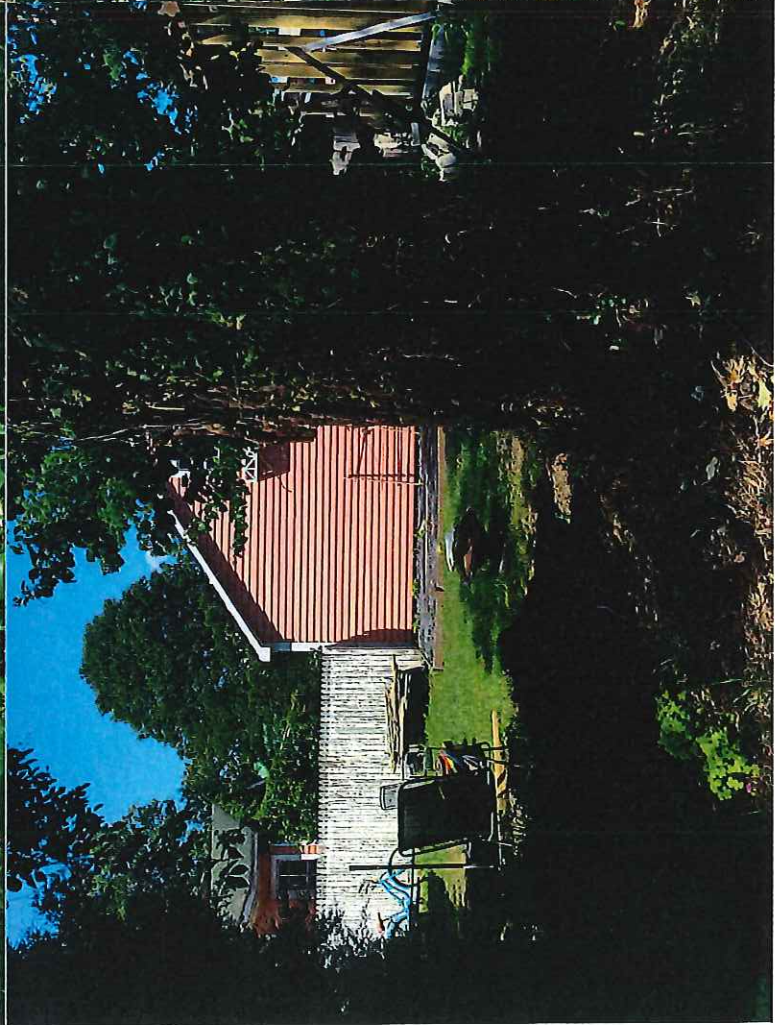
State



<u>OBJECTID</u>	<u>PIN</u>	<u>GPIN</u>
7100	15016009	5675-97-4096
<u>GPIN LONG</u>	<u>OWNER NAME</u>	<u>OWNER NAME2</u>
5675-97-4096	MASON CHARLOTTE NICHOLLS	
<u>MAILING ADDRESS</u>	<u>MAILING ADDRESS2</u>	<u>CITY</u>
119 S HARVEY STREET		WASHINGTON
<u>STATE</u>	<u>ZIP</u>	<u>PROPERTY ADDRESS</u>
NC	27889	S HARVEY ST
<u>ACRES</u>	<u>ACCT NBR</u>	<u>MAP SHEET</u>
0	894968	567512
<u>NBR BLDG</u>	<u>DATE</u>	<u>DEED BOOK and PAGE</u>
1	09/29/2009	1699/0085
<u>LAND VAL</u>	<u>BLDG VAL</u>	<u>DEFR VAL</u>
45500	47424	0
<u>TOT VAL</u>	<u>NBHD CDE</u>	<u>NBHD DESC</u>
92924	H	HISTORICAL
<u>SUB CDE</u>	<u>SUB DESC</u>	<u>STAMPS</u>
		10
<u>SALE PRICE</u>	<u>ZONE</u>	<u>LAND USE</u>
5000	RHD	
<u>DISTRICT</u>	<u>PROP DESC</u>	<u>MBL</u>
1	PT LT 41 MCNAIR TOWN	56751213
<u>EXEMPT PROP</u>	<u>EXEMPT AMT</u>	<u>ROAD TYPE</u>
		P
<u>CENSUS BLOCK</u>	<u>FLOOD PLAIN</u>	<u>YR BUILT</u>
		1900
<u>NBR STORIES</u>	<u>SQ FT</u>	<u>NBR BED</u>
3	4238	4
<u>NBR BATHS</u>	<u>EFF YR</u>	<u>NBR HALF BATHS</u>
2	1960	0

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533 Bragaw Lane
Chocowinity, NC 27817
June 16, 2016

Washington Historic Preservation Commission
City Hall
Washington, North Carolina 27889

re: pine tree at 119 South Harvey Street

Dear Commission members:

I am currently President of Tri-State Associates, Inc, which is in the timber and land development business, and I have 44 years of experience in the timber industry. I am familiar with the large Southern Yellow Pine tree in the backyard of 119 South Harvey Street, Washington.

Trees of this species when they reach that size lose much of the sap in the upper part of the tree, making the wood brittle and unmarketable as lumber because of its loss of strength. A tree of this size would have lost much of its sap in the upper two thirds or more of the tree during the summer season, and in winter the sap recedes even farther.

Trees which have grown large enough to lose this much sap are prone to snap in high winds, often at the point where the wood which has lost sap meets the wood still containing a normal amount of sap. This tree would be a real danger in hurricane conditions and could snap in high winds less than hurricane force. It towers over three historic 19th century houses and could be a threat to any of them depending on which way the wind is blowing, and could also hit two newer houses across the street.

Sincerely,


Elwood L. Lewis

Adjoining Property Owners: 117/119 Harvey ST

LITCHFIELD HOLDINGS LL
135 HARBOR RD
WASHINGTON NC 27889

AIDEUIS DIANNA L
122 SOUTH HARVEY STREET
WASHINGTON NC 27889

MASON CHARLOTTE NICHOLLS
119 S HARVEY STREET
WASHINGTON NC 27889

TYNDALL ARTHUR T
110 SOUTH HARVEY STREET
WASHINGTON NC 27889

STEVEN AND VICTORIA RADER
113 HARVEY STREET
WASHINGTON NC 27889

GIRARD ROBERT M
303 E MAIN STREET
WASHINGTON NC 27889

BRIDGMAN MAURICE M
204 YUKON ST
HAMPTON VA 23663

WOOTEN JOSEPH A
221 LAKE ROAD
GREENVILLE NC 27834

GREEN BETTY JANE
307 EAST MAIN STREET
WASHINGTON NC 27889

BEACON STREET MOSS LLC
PO BOX 6474
RALEIGH NC 27628

MEISELL JAYNE A
301 EAST WATER STREET
WASHINGTON NC 27889



DOWNTOWN DEVELOPMENT
& HISTORIC PRESERVATION

June 21, 2016

Subject: Certificate of Appropriateness – 11/119 Harvey Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 117/119 Harvey Street to remove a pine tree in the tertiary elevation of the property.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website. You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday July 5, 2016

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Emily H. Rebert".

Emily Rebert
Community Development Planner
Historic Preservation
252-946-0897
erebert@washingtonnc.gov

Staff Report

117/119 South Harvey Street

The application for the property located at 117/119 South Harvey Street has submitted a request to remove a pine tree located in the back yard of the property.

Though not causing any damage to structures now, the owners are concerned as to what future damage the tree could cause.

The Design Guidelines discusses tree removal in Section 4.1.8 and 4.1.9. It states the removal of significant trees should be done if it has a disease, storm damage, or is a safety hazard to historic structures. Once the tree is removed, the home owner has sixty days to replace it with another suitable species.

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: The owner of 117/119 South Harvey Street has submitted a request to remove a pine tree in the back yard of the property.

A request has been made by Mr. Steven Rader and Ms. Charlotte Mason to remove a pine tree located in the back yard of the property located at 117/119 South Harvey Street. To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. Steven Rader and Ms. Charlotte Mason *to remove a pine tree located in the back yard of the property located at 117/119 South Harvey Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.1 Landscaping**.*

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. Steven Rader and Ms. Charlotte Mason *to remove a pine tree located in the back yard of the property located at 117/119 South Harvey Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.1 Landscaping**.* I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Mr. Steven Rader and Ms. Charlotte Mason *to remove a pine tree located in the back yard of the property located at 117/119 South Harvey Street. This motion is based on the following findings of fact: the application is **not** congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.1 Landscaping**.*

MAJOR WORKS

**432 East Main
Street**

**Removing Porch
Railings**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property:

432 East Main Street

Historic Property/Name (if applicable):

Owner's Name:

Martus Mattheus

Lot Size:

(width)

feet

by

(depth)

feet.

Brief Description of Work to be Done:

Property owner would like to remove the existing porch railings on the front porch on the property. The current railings are beginning to rot.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only

(Date Received)

(Initials)

ACTION

- ☐ Approved
- ☐ Approved with Conditions
- ☐ Denied
- ☐ Withdrawn
- ☐ Staff Approval

(Date)

(Authorized Signature)

Martus Mattheus

(Name of Applicant - type or print)

140 East Main Street

(Mailing Address)

27889

(Zip Code)

10 June 2016

(Date)

252.975.3975

(Daytime Phone Number)

Martus H. Mattheus

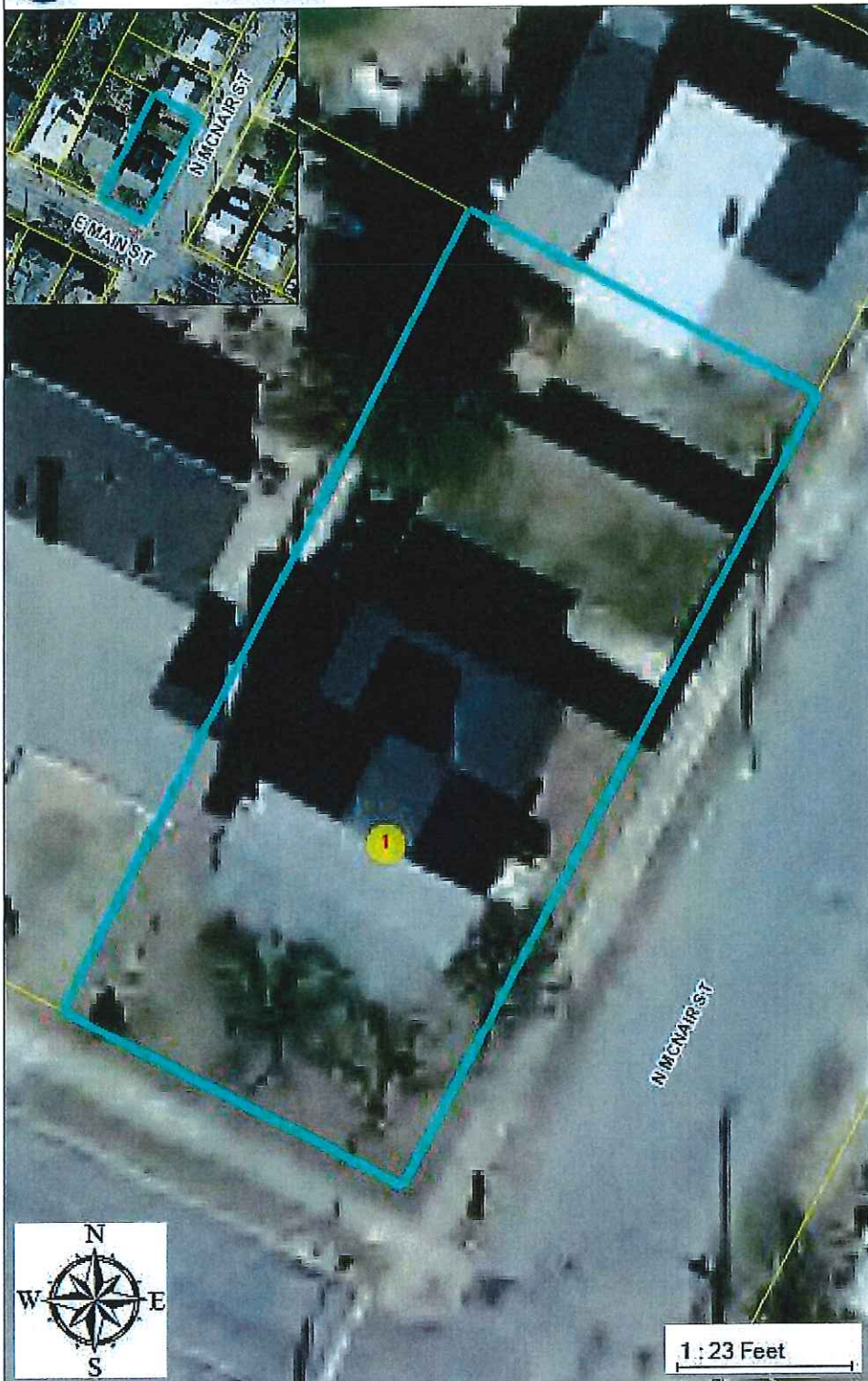
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.



Parcels

Property Land Owners

Interior Tract Lines

Centerlines

County Line

County Line (Solid)

State

<u>PIN</u>	<u>GPIN</u>	<u>GPIN LONG</u>
01004778	5685-07-3091	5685-07-3091
<u>OWNER NAME</u>	<u>OWNER NAME2</u>	<u>MAILING ADDRESS</u>
MATTHEWS MARTHA H		140 EAST MAIN STREET
<u>MAILING ADDRESS2</u>	<u>CITY</u>	<u>STATE</u>
	WASHINGTON	NC
<u>ZIP</u>	<u>PROPERTY ADDRESS</u>	<u>ACRES</u>
27889	432 E MAIN ST	0.14
<u>NBR BLDG</u>	<u>DATE</u>	<u>DEED BOOK and PAGE</u>
1	2/1/2007 12:00:00 AM	1567/00018
<u>LAND VAL</u>	<u>BLDG VAL</u>	<u>DEFR VAL</u>
38160	93701	0
<u>TOT VAL</u>	<u>NBHD CDE</u>	<u>NBHD DESC</u>
131861	H	HISTORICAL
<u>STAMPS</u>	<u>SALE PRICE</u>	<u>LAND USE</u>
18	9000	
<u>PROP DESC</u>	<u>MBL</u>	<u>EXEMPT AMT</u>
1 LOT MCNAIR AND 432 EAST MAIN STREET	568509102	
	<u>ROAD TYPE</u>	<u>YR BUILT</u>
	PAVED	1981
<u>SQ FT</u>	<u>SUB CDE</u>	<u>SUB DESC</u>
1564	BLUS01	SINGLE FAMILY RESIDENCE
<u>NBR BED</u>	<u>NBR BATHS</u>	<u>EFF YR</u>
3	2	1986
<u>REID</u>	<u>TAXABLE VA</u>	<u>PREV ASSES</u>
44609	131861	131861
<u>TOWNSHIP</u>	<u>EXEMPT PROP</u>	<u>NBR STORIES</u>
1		1
<u>NBR HALF BATHS</u>	<u>OBJECTID 1</u>	
0	10604	

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Adjoining Property Owners: 432 East Main Street

ST'AMANT KIRK R
427 E MAIN STREET
WASHINGTON NC 27889

MOORE LESLIE A
31 EVANSIRE DR
FREDERICKSBURG VA 22406

CUSHING GREGORY ALAN
431 EAST MAIN STREET
WASHINGTON NC 27889

FOY MARY ANN NUNNALLY
501 E MAIN STREET
WASHINGTON NC 27889

GREEN BETTY JANE
307 EAST MAIN STREET
WASHINGTON NC 27889

HARDT KEITH A
424 EAST MAIN STREET
WASHINGTON NC 27889

MESSNER MICHAEL
428 E MAIN STREET
WASHINGTON NC 27889

MATTHEWS MARTHA H
140 EAST MAIN STREET
WASHINGTON NC 27889

ELKS BARBARA S
106 MCNAIR STREET
WASHINGTON NC 27889

JENKINS AUDREY
15455 NW 128TH STREET
PLATTE CITY MO 64079

WILKINSON GREGORY D
120 MCNAIR ST
WASHINGTON NC 27889

MOLON TOM
113 MCNAIR STREET
WASHINGTON NC 27889



DOWNTOWN DEVELOPMENT
& HISTORIC PRESERVATION

June 21, 2016

Subject: Certificate of Appropriateness – 432 East Main Street

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A request has been made by the owner of 432 East Main Street to remove the existing porch railings on the front porch in the primary elevation of the property.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website. You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday July 5, 2016

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Emily H. Rebert".

Emily Rebert
Community Development Planner
Historic Preservation
252-946-0897
erebert@washingtonnc.gov

Staff Report

432 East Main Street

The application for the property located at 432 East Main Street is requesting approval to remove the existing porch railings on the front porch in the primary elevation of the property. The current railings are beginning to sag and rot. The property owner would like to leave the porch open and not replace the railings.

This is currently *not* considered a contributing structure in Washington's historic district. Noncontributing structures do not necessarily need to be held to the same standards as contributing structures. However, noncontributing structures have the ability to one day become contributing based on their age or historical significance. When considering alterations to noncontributing structures, also take into account the importance of that feature for that building as it may reset the contributing status clock.

The Design Guidelines states in **Chapter 3.6 Porches and Entryway and 3.10 Architectural Details Guidelines:**

- **Chapter 3.6.3-** "Protect and maintain historic porches and entrances in appropriate ways:
 - Periodically clean wooden surfaces, remove rust from metal, and keep a sound paint film on all painted porch surfaces.
 - Ensure that water effectively runs off of floors and steps.
 - Replace rotted floor boards or other porch materials"
- **Chapter 3.10.1-** "Original architectural components and details shall be retained whenever possible.
- **Chapter 3.10.2-** "When architectural components and details must be replaced, the new components or details shall match the historic elements as closely as possible in style, proportion, and material."
- **Chapter 3.10.4-** "Historic architectural components shall not be replaced with materials, such as plywood, vinyl, and aluminum that would not have been used in the original construction."

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: The owner of 432 East Main Street has submitted a request to remove the existing porch railings on the front porch in the primary elevation of the property.

A request has been made by Ms. Martha Matthews to remove the existing porch railings on the front porch in the primary elevation of the property located at 432 East Main Street. To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Martha Matthews to remove the existing porch railings on the front porch in the primary elevation of the property located at 432 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically ***Section 3.6 Porches and Entryways and 3.10 Architectural Details***.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Martha Matthews to remove the existing porch railings on the front porch in the primary elevation of the property located at 432 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically ***Section 3.6 Porches and Entryways and 3.10 Architectural Details***. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Ms. Martha Matthews to remove the existing porch railings on the front porch in the primary elevation of the property located at 432 East Main Street. This motion is based on the following findings of fact: the application is *not* congruous with the Historic Preservation Commission Design Guidelines, specifically ***Section 3.6 Porches and Entryways and 3.10 Architectural Details***.

323 East Main Street

A. Update Garden Shed

**B. Update Fencing in
Back Yard**

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property:

323 East Main Street

Historic Property/Name (if applicable):

Owner's Name:

Annette Jefferson

Lot Size:

(width)

feet

by

(depth)

feet.

Brief Description of Work to be Done:

1. Property owner would like to update/repair existing garden shed.

- She would like to remove siding on the east & north side (leave it open).

- She would like to reside south and west side with a synthetic wood material.

- She would like to replace existing metal roof with an ~~existing~~ new tin shingle roof.

2. Owner would like to replace existing wood fence with new wood fence - picket ^{50' ft.} ~~scross~~ south side.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only

(Date Received)

(Initials)

ACTION

- ☐ Approved
- ☐ Approved with Conditions
- ☐ Denied
- ☐ Withdrawn
- ☐ Staff Approval

(Date)

(Authorized Signature)

Annette Jefferson

(Name of Applicant - type or print)

323 E. Main Street

(Mailing Address)

27889

(Zip Code)

10 June 2016

(Date)

252.974.4548

(Daytime Phone Number)

[Signature]

(Signature of Applicant)

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(Date)

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Parcels



Property Land Owners



Interior Tract Lines

Centerlines



County Line



County Line (Solid)



State



<u>PIN</u>	<u>GPIN</u>	<u>GPIN LONG</u>
01019671	5675-97-8100	5675-97-8100
<u>OWNER NAME</u>	<u>OWNER NAME2</u>	<u>MAILING ADDRESS</u>
JEFFERSON ANNETTE L		323 E MAIN STREET
<u>MAILING ADDRESS2</u>	<u>CITY</u>	<u>STATE</u>
	WASHINGTON	NC
<u>ZIP</u>	<u>PROPERTY ADDRESS</u>	<u>ACRES</u>
27889	323 E MAIN ST	0
<u>NBR BLDG</u>	<u>DATE</u>	<u>DEED BOOK and PAGE</u>
1	3/2/2001 12:00:00 AM	001E/00108
<u>LAND VAL</u>	<u>BLDG VAL</u>	<u>DEFR VAL</u>
24490	85147	0
<u>TOT VAL</u>	<u>NBHD CDE</u>	<u>NBHD DESC</u>
109637	H	HISTORICAL
<u>STAMPS</u>	<u>SALE PRICE</u>	<u>LAND USE</u>
	25000	
<u>PROP DESC</u>	<u>MBL</u>	<u>EXEMPT AMT</u>
LOT ELLEN LEWIS MORGAN HRS	567512	
<u>ROAD TYPE</u>	<u>YR BUILT</u>	<u>SQ FT</u>
PAVED	1920	1496
<u>SUB CDE</u>	<u>SUB DESC</u>	<u>NBR BED</u>
BLUS01	SINGLE FAMILY RESIDENCE	3
<u>NBR BATHS</u>	<u>EFF YR</u>	<u>REID</u>
2	1983	42907
<u>TAXABLE VA</u>	<u>PREV ASSES</u>	<u>TOWNSHIP</u>
109637	109637	1
<u>EXEMPT PROP</u>	<u>NBR STORIES</u>	<u>NBR HALF BATHS</u>
	1	0
<u>OBJECTID 1</u>		
6831		

Beaufort County online map access is provided as a public service, as is, as available and without warranties, expressed or implied. Content published on this website is for informational purposes only and is not intended to constitute a legal record nor should it be substituted for the advice or services of industry professionals. The County of Beaufort and the Website Provider disclaim all responsibility and legal liability for the content published on this website. The user agrees that Beaufort County and its Assigns shall be held harmless from all actions, claims, damages or judgments arising out of the use of County data.

Adjoining Property Owners: 323 East Main Street

Jerry and Nancy Bienes
754 McCotters Marine Road
Washington NC 27889

Rachel Cahoon
1149 A Nicklous Drive
Greenville NC 27834

Glenn and Kathleen Simpson
322 East Main Street
Washington NC 27889

Virginia Finnerty
400 East Main Street
Washington NC 27889

Henry Clay Carter
325 East Main Street
Washington NC 27889

Mary Haubenreiser
118 South Academy Street
Washington NC 27889

HOWDY MARGARET GRAY
326 WATER STREET
Washington NC 27889

BRIDGMAN MAURICE M
204 YUKON ST
HAMPTON VA 23663

DARRE LAURA ANN
316 RIVERSIDE DRIVE
Washington NC 27889

JEFFERSON ANNETTE L
323 EAST MAIN ST
WASHINGTON NC 27889



DOWNTOWN DEVELOPMENT
& HISTORIC PRESERVATION

June 21, 2016

Subject: Certificate of Appropriateness – 323 East Main Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 323 East Main Street to do the following:

- 1. Repair and update the garden shed located in the back yard of the property.**
- 2. Repair and update the current fence along the south property line.**

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday July 5, 2016

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Emily Rebert", written over a stylized, flowing line.

Emily Rebert
Community Development Planner
Historic Preservation
252-946-0897
erebert@washingtontnc.gov



Google

Imagery capture: Jun 2013 © 2016 Google



Remove



Re-side



Get Dad What He Really Wants: Shop Now for a Lowe's Gift Card >

Open until 10PM!
Tyler Lowe's

Prices, promotions, styles, and availability may vary. Our local stores do not honor online pricing. Prices and availability of products and services are subject to change without notice. Errors will be corrected where discovered, and Lowe's reserves the right to revoke any stated offer and to correct any errors, inaccuracies or omissions including after an order has been submitted.

Ondura 4-ft x 6.58-ft Corrugated Cellulose Fiber/Asphalt Roof Panel

Item # 12749 Model # 153

★★★★☆ (48 Reviews)



In-use images - accessories not included; some images display sheets cut to a tile size

\$21.48



ADD TO CART

♥ SAVE

🔗 SHARE



FREE Store Pickup



Delivery

✓ Available!

✓ 114 available today
at Tyler Lowe's!

Aisle 51 , Bay 11

In-Store Map

CHECK OTHER STORES

Get 5% Off Every Day or Special



Financing

Minimum Purchase Required. Subject to credit approval

[GET DETAILS](#)

Product Information

Description

- Lightweight and attractive solution for roofing projects
- Lifetime Limited Warranty
- Tough organic fiber core infused with asphalt
- Made from 50% recycled fibers
- Large coverage area to keep project time short
- Can be installed with commonly available tools
- High wind resistance
- Will never rust or corrode
- Can be installed over most other types of roofs

Specifications

Series Name	N/A	Venting Required	✓
Profile	Corrugated	Manufacturer Color/Finish	Red
Length (Feet)	6.58	Warranty	Limited lifetime
Width (Feet)	4	Material	Cellulose fiber/asphalt
Weight (lbs.)	18	Color/Finish Family	Red
Panel Size (Sq. Feet)	26.33	Impact Resistance	✓

Projects, Tips & Services

Get Dad What He Really Wants: Shop Now for a Lowe's Gift Card >



Open until 10PM!
Tyler Lowe's

Prices, promotions, styles, and availability may vary. Our local stores do not honor online pricing. Prices and availability of products and services are subject to change without notice. Errors will be corrected where discovered, and Lowe's reserves the right to revoke any stated offer and to correct any errors, inaccuracies or omissions including after an order has been submitted.

James Hardie HardiePanel Primed Woodgrain Vertical Fiber Cement Siding Panel (Actual: 0.312-in x 48-in x 96-in)

Item # 128526 Model # 217863

★★★★★ (23 Reviews)



Image depicts product family/texture-may not show the color; see color pallet and contact your store for availability

\$29.13

You must order this item in **multiples of 50.**

-	50	+
---	----	---

ADD TO CART

♥ SAVE

↗ SHARE



FREE Store Pickup



Delivery

✓ 10 available today
at Tyler Lowe's!

✓ Available!

In-Store Map

CHECK OTHER STORES

Get 5% Off Every Day or Special



Financing

Minimum Purchase Required. Subject to credit approval

[GET DETAILS](#)

Product Information

Description

- Its crisp, clean lines make HardiePanel vertical siding a smart choice for strong, contemporary designs
- Our natural cedar look has a soft texture that mimics wood
- James Hardie fiber cement siding products are engineered for climate; so no matter where you live, you can be confident that your investment is going to stand up to Mother Nature
- Perfect for your next do-it-yourself project - easy to handle, install and paint
- Primed or available in ColorPlus Technology - a factory applied color finish with a variety of color options
- Fiber cement siding costs less than natural wood siding, doesn't attract pests, and is fire resistant
- James Hardie fiber cement siding products also resist water absorption to help prevent damage from mold, swelling and cracking
- James Hardie fiber cement siding products are backed by a 30-year, non-prorated warranty

Specifications

Series Name	HardiePanel	Painted	X
Actual Thickness (Inches)	0.312	Finish Warranty	None
Actual Length (Inches)	96	Color/Finish Family	Gray
		Type	Vertical

Actual Width (Inches)	48	Texture	Woodgrain
Manufacturer Color/Finish	Primed	Primed	✓
Warranty	30-year limited		

Projects, Tips & Services



Siding Installation

Need Help?

Call 1-800-445-6937

Products & Sales

Call 1-877-GO-LOWES

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Staff Report

323 East Main Street

The application for the property located at 323 East Main Street is requesting approval to update and repair the existing garden shed located in the tertiary elevation of the property. The property owner would like to completely remove the siding on the north and east side of the shed, and hang Hardieplank siding over the existing siding on the south and west sides. The property owner would also like to replace the metal roof with corrugated cellulose fiber roofing panels.

This dependency building is currently *not* considered a contributing structure in Washington's historic district. Noncontributing structures do not necessarily need to be held to the same standards as contributing structures. However, noncontributing structures have the ability to one day become contributing based on their age or historical significance. When considering alterations to noncontributing structures, also take into account the importance of that feature for that building as it may reset the contributing status clock.

The Design Guidelines states in **Chapter 3.12 Outbuildings and Accessory Structures**:

- **Chapter 3.12.2** "Retain and preserve original outbuildings which have gained historic significance on their own."
- **Chapter 3.12.3** "Architectural elements of historic outbuildings such as roofs, siding, material, windows and doors, foundations, and character-defining detailing should be retained and preserved."
- **Chapter 3.12.4** "If replacement of an element on a historic outbuilding is necessary, replace only the deteriorated portion to match the original in material, size, proportion, texture, and detailing."
- **Chapter 3.12.5** "Designs for new outbuildings and accessory structures should complements the architectural style and period of the primary structures as well as examples of similar structures within the district."

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: The owner of 323 East Main Street has submitted a request to update and repair the existing garden shed in the tertiary elevation of the property.

A request has been made by Ms. Annette Jefferson to update and repair the existing garden shed in the tertiary elevation of the property located at 323 East Main Street. To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

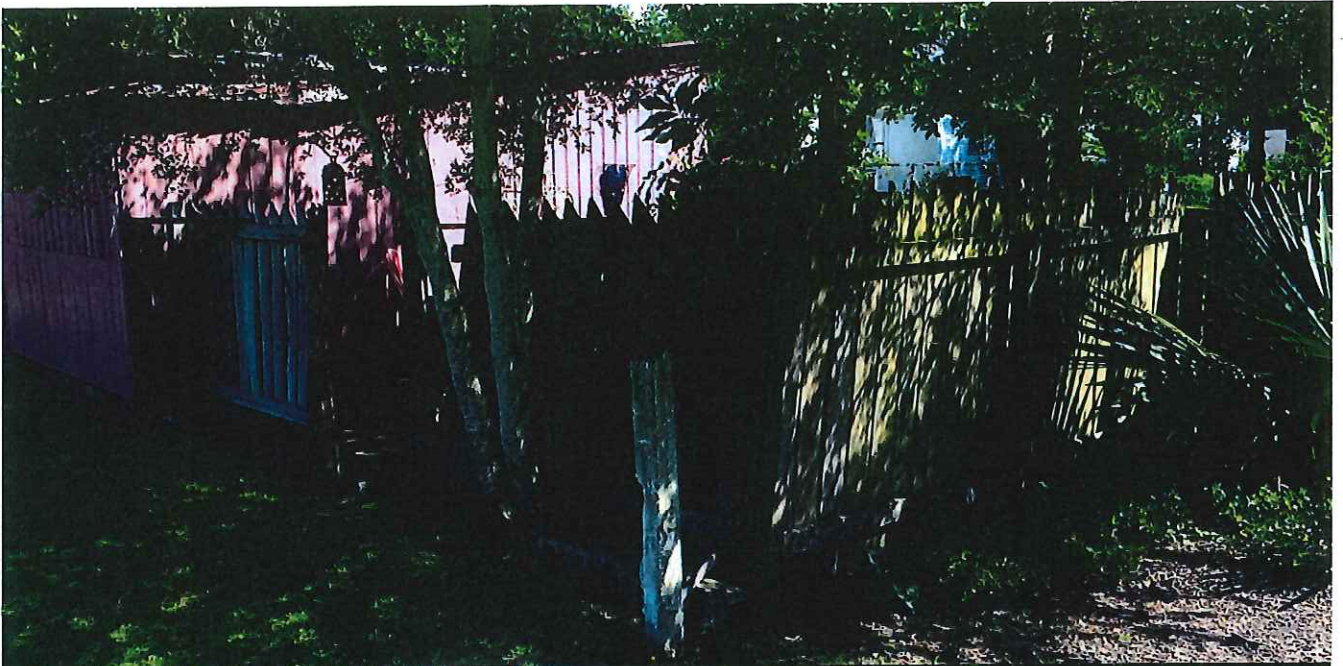
I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Annette Jefferson to update and repair the existing garden shed in the tertiary elevation of the property located at 323 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically ***Section 3.12 Outbuildings and Accessory Structures***.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Annette Jefferson to update and repair the existing garden shed in the tertiary elevation of the property located at 323 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically ***Section 3.12 Outbuildings and Accessory Structures***. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Ms. Annette Jefferson to update and repair the existing garden shed in the tertiary elevation of the property located at 323 East Main Street. This motion is based on the following findings of fact: the application is *not* congruous with the Historic Preservation Commission Design Guidelines, specifically ***Section 3.12 Outbuildings and Accessory Structures***.



PROPOSAL

WHITEHURST and SON'S FENCE CO, INC.

P.O. BOX 6083
GREENVILLE, NORTH CAROLINA 27835
PHONE (252) 752-2736
NC 1-800-682-6555
FAX (252) 752-7894

PROPOSAL SUBMITTED TO Annette Jefferson	ATTN:	DATE 5/3/2016
323 E. Main St.	JOB NAME & JOB LOCATION	
CITY, STATE & ZIP CODE Washington, NC 27889	PHONE 974-4548	
Estimator Bob Kennedy	FAX annette.jefferson@suddenlink.net	

We hereby submit specifications and estimates for:

Install 11 L.F. of 42" High & 33 L.F. of 5' High Pressure Treated Pine Spaced Picket Fence

- 1) 2" x 2" Pickets
- 2) 4" x 4" Posts
- 3) 2" x 4" Backrails

Total Labor and Materials:

TERMS: 50% Deposit/Balance On Completion

WE PROPOSE hereby to furnish material and labor - to complete in accordance with above specifications, for the sum of:

Payment to be made as follows:

As Above

Authorized Signature _____

NOTE: This proposal may be withdrawn by us if not accepted within 15 days.

Acceptance of Proposal - The above prices specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Should payment not be paid as agreed, any cost of collection including interest and attorney's fees, etc. shall be paid by the customer.

Signature _____

Signature _____

Date of Acceptance: _____

Emily Rebert

From: Annette Jefferson <annettejefferson@suddenlink.net>
Sent: Wednesday, June 08, 2016 11:36 AM
To: Emily Rebert
Subject: Fwd: Fence

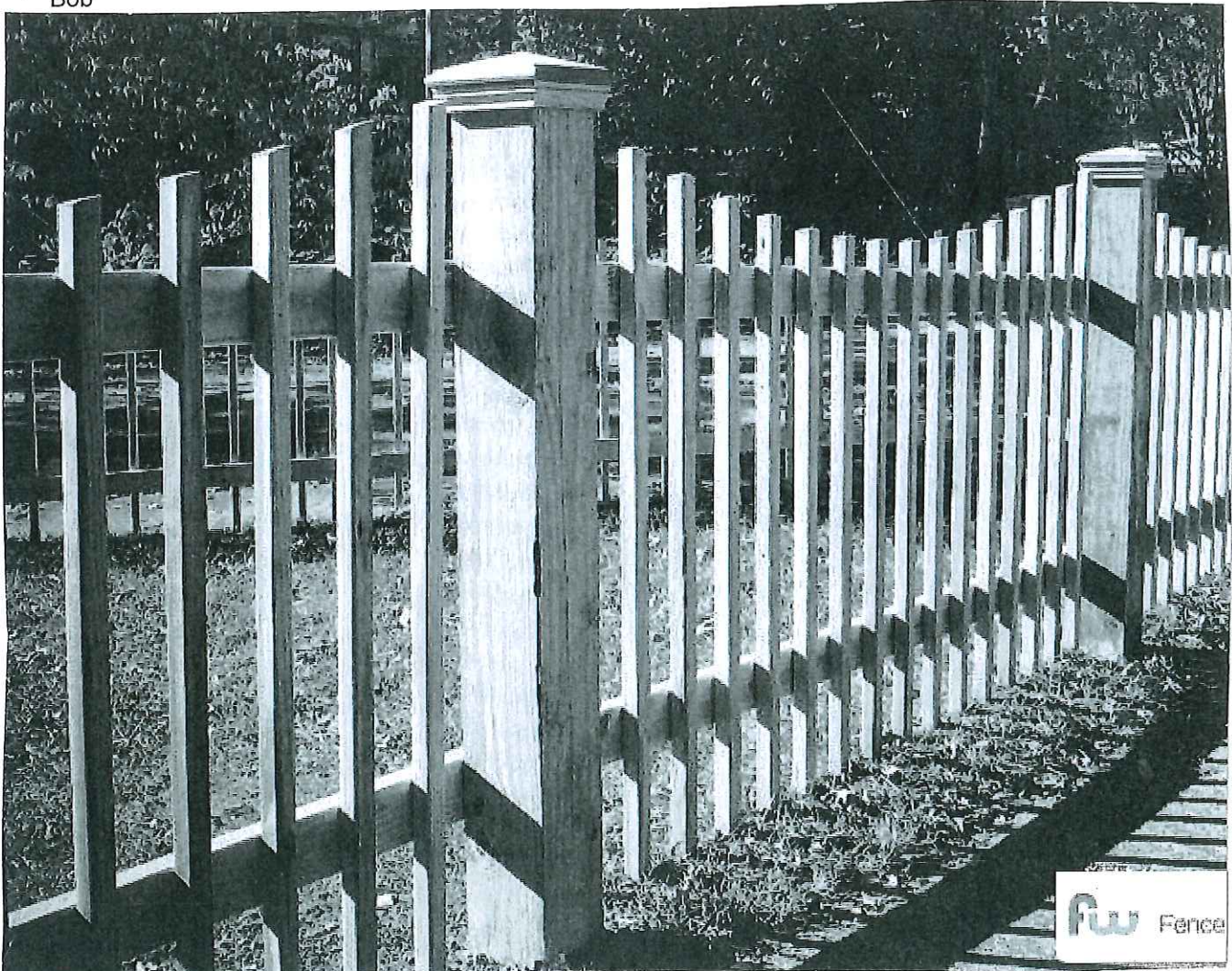
See you Friday morning
Annette

Sent from my iPhone

Begin forwarded message:

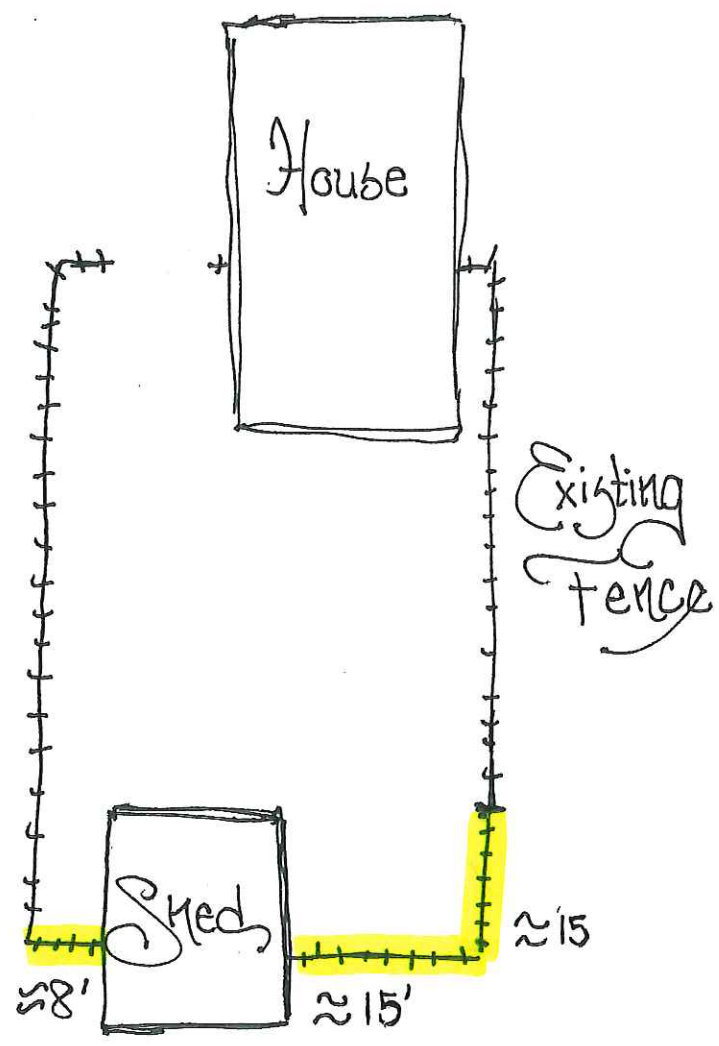
From: "Bob Kennedy" <bobkennedy@whitehurstandsons_fence.com>
Date: June 8, 2016 at 7:39:58 AM EDT
To: <annettejefferson@suddenlink.net>
Subject: Fence


Annette,
This is the best picture I could find. The fence I priced you will be straight across the top with 4 x 4 flat top posts.
Thanks,
Bob



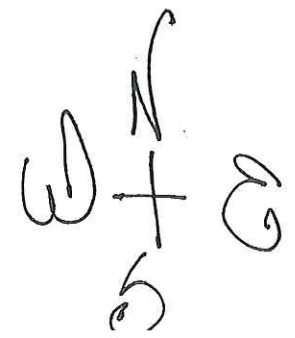
323 East
Main Street

Main Street



 = Potential Updated
fencing

Not to scale



Staff Report

323 East Main Street

The application for the property located at 323 East Main Street is requesting approval to update and repair the wooden privacy fence located in the tertiary elevation of the property. The property owner would like to replace the fence run along the south side and back half of the east side in the tertiary elevation of the property. The current privacy fence is beginning to rot and lean. The property owner would like to replace the board to board fence with a more decorative and open wooden picket fence, standing 5 feet tall.

The Design Guidelines states in **Chapter 4.6 Fences and Walls**:

- **Chapter 4.6.6** "New fences and walls should be of a design that is appropriate to the architectural style and period of the historic structure."
- **Chapter 4.6.8** "Privacy fencing shall only be allowed in the rear yard. If a majority of a privacy fence is visible from the public right-of-way, a landscape buffer shall be included. No fence, including a privacy fence, shall exceed six (6) feet in height."
- **Chapter 4.6.11** "It is inappropriate to construct walls and fences on the waterfront that obstruct views and vistas from the historic district or from the water. No privacy fence that exceeds four (4) feet in height shall be allowed in the side or rear yards of property located south of Main Street."

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: The owner of 323 East Main Street has submitted a request to update and replace the wooden privacy fence located in the tertiary elevation of the property.

A request has been made by Ms. Annette Jefferson to update and replace the wooden privacy fence in the tertiary elevation of the property located at 323 East Main Street. To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Annette Jefferson to update and replace the wooden privacy fence in the tertiary elevation of the property located at 323 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.6 Fences and Walls**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Ms. Annette Jefferson to update and replace the wooden privacy fence in the tertiary elevation of the property located at 323 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.6 Fences and Walls**. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Ms. Annette Jefferson to update and replace the wooden privacy fence in the tertiary elevation of the property located at 323 East Main Street. This motion is based on the following findings of fact: the application is *not* congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.6 Fences and Walls**.

550 East Main Street

Removal of Two Trees

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 550 E Main St

Historic Property/Name (if applicable): _____

Owner's Name: Robin Barts

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

1 remove dead pine tree on the east side of the property
2 remove leaning Yew Trees west side of the property

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

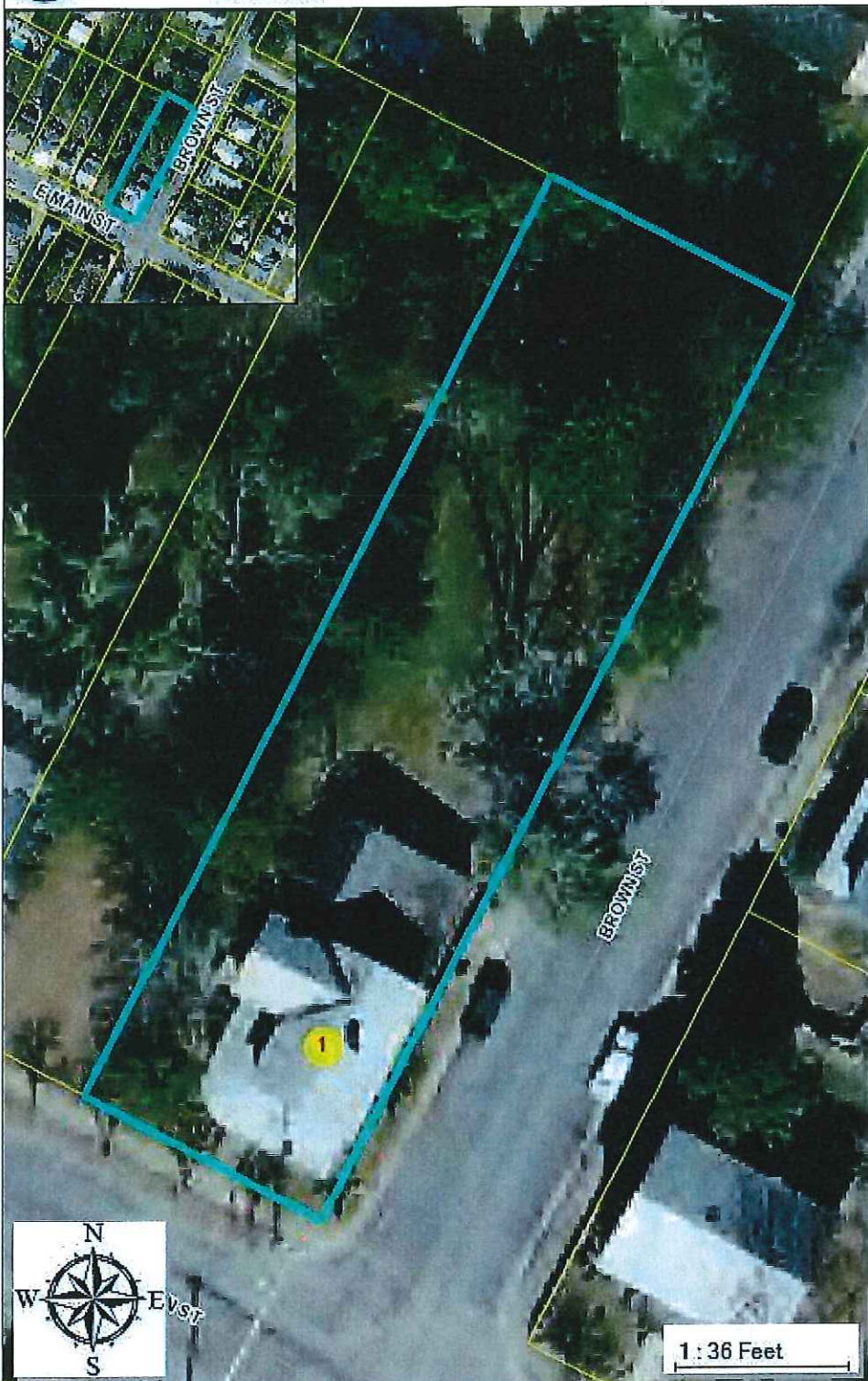
Robin Barts
(Name of Applicant - type or print)
550 E Main St
Washington NC 27889
(Mailing Address) (Zip Code)
6-6-16 943-8753
(Date) (Daytime Phone Number)
Rh Barts
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.



Parcels

Property Land Owners

Interior Tract Lines

Centerlines

County Line

County Line (Solid)

State

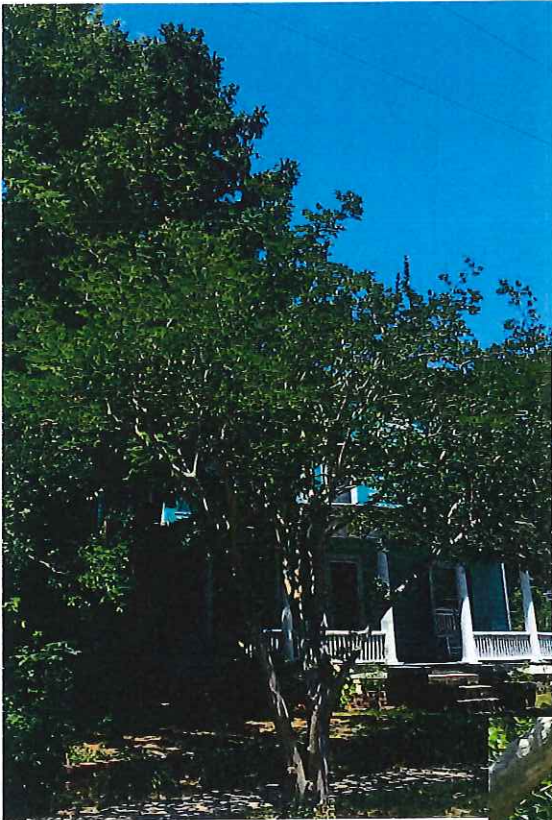
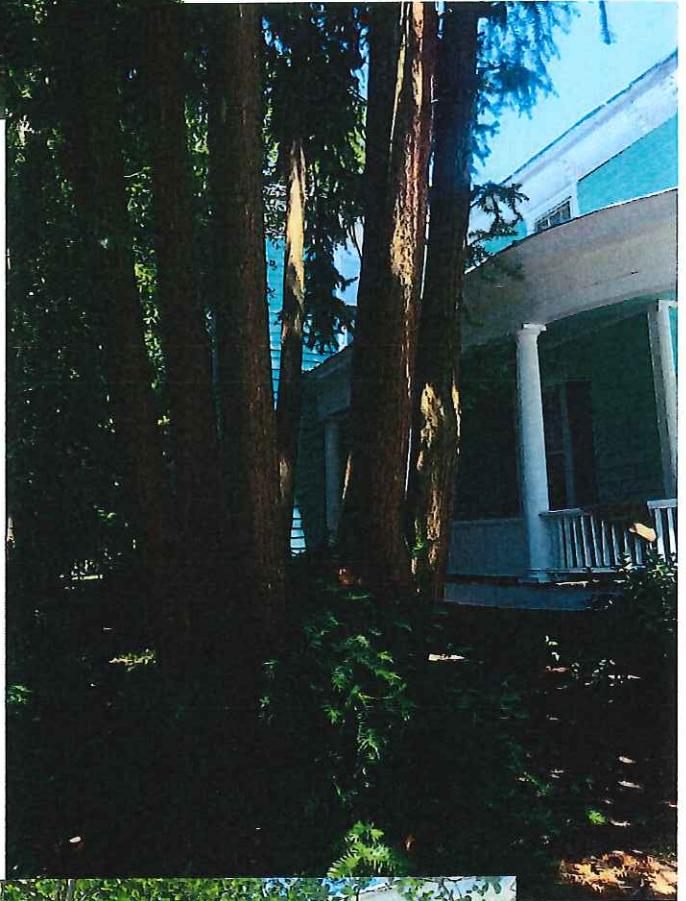
<u>OBJECTID 1</u>	<u>REID</u>	<u>GPIN</u>
10939	43101	5685-06-8822
<u>GPIN LONG</u>	<u>OWNER NAME</u>	<u>OWNER NAME2</u>
5685-06-8822	BANKS ROBIN TIMOTHY	BANKS TERESSA W
<u>MAILING ADDRESS</u>	<u>MAILING ADDRESS2</u>	<u>CITY</u>
550 E MAIN ST	550 E MAIN ST	WASHINGTON
<u>STATE</u>	<u>ZIP</u>	<u>PROP DESC</u>
NC	27889	1 LOT 534 E MAIN STREET
<u>LAND VAL</u>	<u>BLDG VAL</u>	<u>TOT VAL</u>
51500	19409	70909
<u>DEFR VAL</u>	<u>TAXABLE VA</u>	<u>PREV ASSES</u>
0	70909	70909
<u>ACRES</u>	<u>PROPERTY ADDRESS</u>	<u>TOWNSHIP</u>
0.27	550 E MAIN ST	01
<u>MBL</u>	<u>DATE</u>	<u>DEED BOOK and PAGE</u>
56850929	2006-11-27	1556/00481
<u>STAMPS</u>	<u>SALE PRICE</u>	<u>NBR BLDG</u>
	0.00	1
<u>NBHD CDE</u>	<u>NBHD DESC</u>	<u>LAND USE</u>
H	HISTORICAL	
<u>EXEMPT PROP</u>	<u>EXEMPT AMT</u>	<u>ROAD TYPE</u>
		PAVED
<u>YR BUILT</u>	<u>NBR STORIES</u>	<u>SQ FT</u>
1910	1	2352
<u>SUB CDE</u>	<u>SUB DESC</u>	<u>NBR BED</u>
BLUS8MULT	MULTI-FAMILY <5	3
<u>NBR BATHS</u>	<u>EFF YR</u>	<u>NBR HALF BATHS</u>
3.00	1971	0.00
<u>PIN</u>		
01018035		

Beaufort County online map access is provided as a public service, as is, as available and without warranties, expressed or implied. Content published on this website is for informational purposes only and is not intended to constitute a legal record nor should it be substituted for the advice or services of industry professionals. The County of Beaufort and the Website Provider disclaim all responsibility and legal liability for the content published on this website. The user agrees that Beaufort County and its Assigns shall be held harmless from all actions, claims, damages or judgments arising out of the use of County data.













Adjoining Property Owners: 550 East Main Street

LEE SAMUEL BRYAN
523 E MAIN STREET
WASHINGTON NC 27889

STONE SHIRLEY A
513 E 2ND STREET
WASHINGTON NC 27889

HUDSON ELTON JACKSON
533 EAST MAIN STREET
WASHINGTON NC 27889

POTTS ROBIN ROBERSON TRUSTEE
107 SOUTH REED DRIVE
WASHINGTON NC 27889

HARSTAD JAMES ALAN TRUSTEE
332 TALON DRIVE
PITTSBORO NC 27312

WATKINS WILLIAM B
601 E MAIN STREET
WASHINGTON NC 27889

BANKS ROBIN TIMOTHY
550 E MAIN STREET
WASHINGTON NC 27889

CLARKE JAMES T
122 BROWN STREET
WASHINGTON NC 27889

BANKS BRANT SHAWN
7109 VALLEY LAKE DRIVE
RALEIGH NC 27612

FORTESQUE INVESTMENT GROUP LLC
444 STEWART PARKWAY
WASHINGTON NC 27889

THOMPSON PEGGY HARRISON
115 BROWN STREET
WASHINGTON NC 27889

MACEWAN ROBERT A
117 BROWN STREET
WASHINGTON NC 27889



DOWNTOWN DEVELOPMENT
& HISTORIC PRESERVATION

June 21, 2016

Subject: Certificate of Appropriateness – 550 East Main Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 550 East Main Street to remove the following trees on the property:

- 1. A dead pine tree located on the east side of the property**
- 2. Leaning Yew trees on the west side of the property.**

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website. You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday July 5, 2016

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Emily R. Rebert".

Emily Rebert
Community Development Planner
Historic Preservation
252-946-0897
erebert@washingtonnc.gov

Staff Report

550 East Main Street

The application for the property located at 550 East Main Street has submitted a request to remove two trees on the property:

1. A Pine tree located on the east side of the property. The pine tree is dead.
2. A yew tree located on the west side of the property. The tree is leaning toward the house.

The Design Guidelines discusses tree removal in Section 4.1.8 and 4.1.9. It states the removal of significant trees should be done if it has a disease, storm damage, or is a safety hazard to historic structures. Once the tree is removed, the home owner has sixty days to replace it with another suitable species.

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: The owner of 550 East Main Street has submitted a request to remove two trees located on the east and west side of the property.

A request has been made by Robin Banks to remove two trees located on the east and west side of the property located at 550 East Main Street. To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Robin Banks to remove two trees located on the east and west side of the property located at 550 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.1 Landscaping**.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Robin Banks to remove two trees located on the east and west side of the property located at 550 East Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.1 Landscaping**. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Robin Banks to remove two trees located on the east and west side of the property located at 550 East Main Street. This motion is based on the following findings of fact: the application is *not* congruous with the Historic Preservation Commission Design Guidelines, specifically **Section 4.1 Landscaping**.

**709 West Main
Street**

Installation of a Fence

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property:

709 West Main Street

Historic Property/Name (if applicable):

Hank Van Dorp

Owner's Name:

Lot Size: _____ feet by _____ feet.
(width) (depth)

Brief Description of Work to be Done:

Property owner would like to install a 20' run of fencing along the drive way between the deck and garage. Fencing will be wooden and match the style of fencing that exists in the back yard.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	_____
<input type="radio"/> Approved with Conditions	_____
<input type="radio"/> Denied	_____
<input type="radio"/> Withdrawn	_____
<input type="radio"/> Staff Approval	_____
(Date)	(Authorized Signature)

Hank Van Dorp
(Name of Applicant - type or print)
709 West Main Street 27889
(Mailing Address) (Zip Code)
17 June 2016 252.945.0385
(Date) (Daytime Phone Number)
Hank Van Dorp
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.



Parcels



Property Land Owners



Interior Tract Lines



Centerlines



County Line



County Line (Solid)



State



<u>OBJECTID 1</u>	<u>REID</u>	<u>GPIN</u>
6405	44610	5675-59-8281
<u>GPIN LONG</u>	<u>OWNER NAME</u>	<u>OWNER NAME2</u>
5675-59-8281	VAN DORP ABRAHAM H JR	VAN DORP JULIA B
<u>MAILING ADDRESS</u>	<u>MAILING ADDRESS2</u>	<u>CITY</u>
918 MARKET STREET	918 MARKET STREET	WASHINGTON
<u>STATE</u>	<u>ZIP</u>	<u>PROP DESC</u>
NC	27889	LOT "B" WHITLEY W MAIN ST
<u>LAND VAL</u>	<u>BLDG VAL</u>	<u>TOT VAL</u>
59250	171222	230472
<u>DEFER VAL</u>	<u>TAXABLE VA</u>	<u>PREV ASSES</u>
0	230472	230472
<u>ACRES</u>	<u>PROPERTY ADDRESS</u>	<u>TOWNSHIP</u>
0.24	709 W MAIN ST	01
<u>MBL</u>	<u>DATE</u>	<u>DEED BOOK and PAGE</u>
567500209	2016-05-02	1899/00466
<u>STAMPS</u>	<u>SALE PRICE</u>	<u>NBR BLDG</u>
500.00	250000.00	1
<u>NBHD CDE</u>	<u>NBHD DESC</u>	<u>LAND USE</u>
WSH	WEST SIDE HISTORIC	
<u>EXEMPT PROP</u>	<u>EXEMPT AMT</u>	<u>ROAD TYPE</u>
		PAVED
<u>YR BUILT</u>	<u>NBR STORIES</u>	<u>SQ FT</u>
1924	1	2676
<u>SUB CDE</u>	<u>SUB DESC</u>	<u>NBR BED</u>
BLUS01	SINGLE FAMILY RESIDENCE	3
<u>NBR BATHS</u>	<u>EFF YR</u>	<u>NBR HALF BATHS</u>
2.00	1974	1.00
<u>PIN</u>		
01004772		

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709 West
Main Street

West
Main Street

Drive Way

Property Line

House

Garage

Property Line

Short
Drive



= Proposed
New Fence



Adjoining Property Owners: 709 West Main Street

SLOAN ELIZABETH P
701 SHORT DRIVE
WASHINGTON NC 27889

PECK R BRANTLEY JR
715 SHORT DRIVE
WASHINGTON NC 27889

MANN CRAWFORD ALEXANDER JR
711 SHORT DRIVE
WASHINGTON NC 27889

KUCAS MARK A
107 BENEDUM PLACE
CARY NC 27518

BRADBURY JANET T
715 W MAIN STREET
WASHINGTON NC 27889

MCLENDON CHRISTOPHER B
705 SHORT DRIVE
WASHINGTON NC 27889

SCALES G FREDERICK
713 W MAIN STREET
WASHINGTON NC 27889

VAN DORP ABRAHAM H JR
918 MARKET STREET
WASHINGTON NC 27889

SILVERMAN ROD SPENCER
710 WEST MAIN STREET
WASHINGTON NC 27889

POSTON MAGGIE
705 WEST MAIN STREET
WASHINGTON NC 27889

APPLE WILLIAM GRADY
701 WEST MAIN STREET
WASHINGTON NC 27889

COLLIER CHRISTOPHER H
124 WASHINGTON ST
WASHINGTON NC 27889



DOWNTOWN DEVELOPMENT
& HISTORIC PRESERVATION

June 28, 2016

Subject: Certificate of Appropriateness – 709 West Main Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 709 West Main Street to install a 20 foot run of fencing along the driveway in the tertiary elevation of the property.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday July 5, 2016

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Emily Rebert". The signature is stylized with large, flowing loops.

Emily Rebert
Community Development Planner
Historic Preservation
252-946-0897
erebert@washingtonnc.gov

Staff Report

140 East Main Street

The application for the property located at 140 East Main Street is requesting approval to install a 6 foot wooden barricade fence on the tertiary elevation of the property.

The applicant would like to install a 50 linear foot fence run along the end of their property to enclose the back yard. A six foot wooden fence already exists on the east and west side of the property. The proposed run would, therefore, enclose the property owner's back yard. The proposed run would match the fence run on the east side (barricade, wooden, "dog ear" decoration, 6 feet in height, and painted white).

The Design Guidelines states in **Chapter 4.6 Fences and Walls**:

- **Chapter 4.6.6** "New fences and walls should be of a design that is appropriate to the architectural style and period of the historic structure."

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: The owner of 709 West Main Street has submitted a request to install a 20 foot long run of fencing along the driveway located in the tertiary elevation of the property.

A request has been made by Mr. Hank Van Dorp to install a 20 foot long run of fencing along the driveway located in the tertiary elevation of the property located at 709 West Main Street.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. Hank Van Dorp to install a 20 foot long run of fencing along the driveway located in the tertiary elevation of the property located at 709 West Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically ***Section 4.6 Fences and Walls***.

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Mr. Hank Van Dorp to install a 20 foot long run of fencing along the driveway located in the tertiary elevation of the property located at 709 West Main Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically ***Section 4.6 Fences and Walls***. I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Mr. Hank Van Dorp to install a 20 foot long run of fencing along the driveway located in the tertiary elevation of the property located at 709 West Main Street. This motion is based on the following findings of fact: the application is *not* congruous with the Historic Preservation Commission Design Guidelines, specifically ***Section 4.6 Fences and Walls***.

412 Water Street

Demolition of a Structure

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission

Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please Use Black Ink

Street Address of Property: 412 Water Street

Historic Property/Name (if applicable): N/A

Owner's Name: Anna Maria Investments

Lot Size: 53 feet by 135 feet. .16 acres
(width) (depth)

List all properties within 100 feet; on both sides, in front (across the street), and to the back of the property: (If necessary, attach a separate sheet)

Brief Description of Work to be Done:

Remove existing structure. It is listed as a non-contributing structure.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	
<input type="radio"/> Approved with Conditions	
<input type="radio"/> Denied	
<input type="radio"/> Withdrawn	
<input type="radio"/> Staff Approval	
(Date)	(Authorized Signature)

Al Crisp
(Name of Applicant - type or print)
122 South Academy St Washington, NC 27889
(Mailing Address) (Zip Code)
6/20/16 252-945-4777
(Date) (Daytime Phone Number)
Al Crisp
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

PROJECT CATEGORIES (check all that apply):

- ☐ Exterior Alteration ☐ Addition
☐ New Construction ☒ Demolition

This document does not constitute the issuance of a Building Permit. It is the responsibility of the applicant to obtain all necessary permits before commencing work. Contact the Inspections Department at 252-975-9304.

SUPPORTING INFORMATION:

Attach 8-1/2" x 11" sheets with written descriptions and drawings, photographs, and other graphic information necessary to completely describe the project. Use the checklist below to be sure that your application is complete. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. (Leave the checkbox blank if the item is not applicable).

- ☐ **Written Description.** Describe clearly and in detail the nature of your project. Include exact dimensions for materials to be used (ie. Width of siding, window trim, etc.)
- ☒ **Plot Plan** (if applicable). A plot plan showing the relationship of buildings, additions, sidewalks, drives, trees, property lines, etc., must be provided if your project includes any addition, demolition, fences, walls, or other landscape work. Show accurate measurements. You may also use a copy of the survey that you received when you bought your property. Revise the copy as needed to show existing conditions and your proposed work.
- ☐ **Description of Materials** (provide samples if appropriate).
- ☒ **Photographs** of existing conditions.
- ☐ **Drawings** showing proposed work. Include one set of full size drawings when available.
- ☐ **Plan** drawings.
 - ☐ **Elevation** drawings showing the new façade(s).
 - ☐ **Dimensions** shown on drawings.
 - ☐ **8-12" x 11" reductions** of full-size drawings. If reduced size is so small as to be illegible, make 8-1/2" x 11" snapshots of individual drawings on the bigsheet. Photocopy reductions may be obtained from a number of blueprinting and photocopying businesses.
- ☐ **State or Federal Tax Credits/Funds or CAMA Permits.** If you are applying for any of these programs, you must include a copy of your letter or permit from the State.
- ☒ **Black Ink.** Your application must be prepared in black ink on 8-1/2" x 11" sheets so that it can be copied for commission members. Applications prepared in blue, red, or other colored inks and/or pencil copy poorly and will not be accepted.

(Office Use Only)

Section (page)	Topic	Brief Description of Work
Chapter 6.0	Demolition & Relocation	
Section 6.1	Demolition	Remove existing structure

City of Washington

Washington Historic Preservation Commission

Notice of Intent to Demolish

The undersigned do petition the Historic Preservation Commission for a Certificate of Appropriateness (COA) for the demolition of the structure (s) at 412 Water Street

Type of structure: Single Family Residential

The notice of Intent to Demolish will be received and reviewed by the Historic Preservation Commission at their next regular meeting.

06/20/16

A.R. Crisp

Date

Signed

Historic Preservation Commission action taken: _____

Date taken

Authorizing Official

Beaufort County Property Photos

PIN: 01032460

Photo: 01032460.jpg



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Parcels

Property Land Owners

Annotation

Interior Tract Lines

Centerlines

County Line

County Line (Solid)

State

<u>OBJECTID 1</u>	<u>REID</u>	<u>GPIN</u>
7062	41513	5675-96-9870
<u>GPIN LONG</u>	<u>OWNER NAME</u>	<u>OWNER NAME2</u>
5675-96-9870	ANNA MARIA IS INVESTMENTS LLC	
<u>MAILING ADDRESS</u>	<u>MAILING ADDRESS2</u>	<u>CITY</u>
122 S ACADEMY ST		WASHINGTON
<u>STATE</u>	<u>ZIP</u>	<u>PROP DESC</u>
NC	27889	1 LOT 412 EAST WATER STREET
<u>LAND VAL</u>	<u>BLDG VAL</u>	<u>TOT VAL</u>
46800	47828	94628
<u>DEFR VAL</u>	<u>TAXABLE VA</u>	<u>PREV ASSES</u>
0	94628	94628
<u>ACRES</u>	<u>PROPERTY ADDRESS</u>	<u>TOWNSHIP</u>
0.16	412 WATER ST	01
<u>MBL</u>	<u>DATE</u>	<u>DEED BOOK and PAGE</u>
5675121	2006-12-08	1558/00716
<u>STAMPS</u>	<u>SALE PRICE</u>	<u>NBR BLDG</u>
	57500.00	1
<u>NBHD CDE</u>	<u>NBHD DESC</u>	<u>LAND USE</u>
H	HISTORICAL	
<u>EXEMPT PROP</u>	<u>EXEMPT AMT</u>	<u>ROAD TYPE</u>
		PAVED
<u>YR BUILT</u>	<u>NBR STORIES</u>	<u>SQ FT</u>
1940	1	1352
<u>SUB CDE</u>	<u>SUB DESC</u>	<u>NBR BED</u>
BLUS01	SINGLE FAMILY RESIDENCE	3
<u>NBR BATHS</u>	<u>EFF YR</u>	<u>NBR HALF BATHS</u>
1.00	1976	0.00
<u>PIN</u>		
01032460		

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Adjacent Property Owners - 412 Water Street

Litchfield Holdings
135 Harbor Road
Washington, NC 27889

Walter Hannan
1721 Anderson Street
Wilson, NC 27893

Charles Davis
413 East Main Street
Washington, NC 27889

Sarah Heekin
409 East Main Street
Washington, NC 27889

Geraldine Bennett
405 East Main Street
Washington, NC 27889

Anna Maria IS Investments
122 South Academy Street
Washington, NC 27889

Beacon Street Moss
PO Box 6474
Raleigh, NC 27628

Rebecca Clark
203 S. Academy Street
Washington, NC 27889



CITY OF WASHINGTON
DOWNTOWN DEVELOPMENT □ HISTORIC PRESERVATION

June 24, 2016

Subject: Certificate of Appropriateness – 412 Water Street

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District, all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by Mr. A. L. Crisp your property is located adjacent to the above subject property. A request has been made by Mr. Crisp for a Certificate of Appropriateness to demolish the structure located at 412 Water Street. The house is listed as a non-contributing structure.

You are welcome and encouraged to attend the regular scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday, July 5, 2016

Place: City Hall - Municipal Building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor. City Council Chambers.

Time: 7:00 P.M.

During the meantime, should you have any questions, please direct your inquiries to Ms. Emily Rebert, Planning and Development, by phoning 946-0897 during normal working hours Monday through Friday, 8:00 A.M. to 5:00 P.M.

Sincerely,

Emily Rebert

Emily Rebert
Historic Preservation Planner

Staff Report

412 Water Street

The application for the property located at 412 Water Street is requesting approval to demolish the house on the property.

This is currently *not* considered a contributing structure in Washington's historic district. Noncontributing structures do not necessarily need to be held to the same standards as contributing structures. However, noncontributing structures have the ability to one day become contributing based on their age or historical significance. When considering alterations to noncontributing structures, also take into account the importance of that feature for that building as it may reset the contributing status clock.

Please review the Design Guidelines **Chapter 6.0 Demolition and Relocation, Specifically Section 6.1 Demolition.**

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: John Rodman, Planning and Development

Re: 412 East Water Street - Demolition of a Structure

A request has been made by Mr. A. L. Crisp for a Certificate of Appropriateness to demolish the structure located at 412 Water Street. The house is listed as a non-contributing structure. Please review the Design Guidelines, specifically Chapter 6.0 Demolition and Relocation.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. A. L. Crisp to demolish the structure located at 412 Water Street. The house is listed as a non-contributing structure. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 6.0 Demolition and Relocation.

or

I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. A. L. Crisp to demolish the structure located at 412 Water Street. The house is listed as a non-contributing structure. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 6.0 Demolition and Relocation. I further move that the Historic Preservation Commission place the following conditions on the approval:

or

I move that the Historic Preservation Commission delay a Certificate of Appropriateness to Mr. A. L. Crisp to demolish the structure located at 412 Water Street. The house is listed as a non-contributing structure. The delay in the Certificate of Appropriateness shall not exceed 365 Days. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Section 6.0 Demolition and Relocation.

727 Short Drive

Façade Alterations

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please use Black Ink

Street Address of Property: 727 Short Drive

Historic Property/Name (if applicable):

Owner's Name: Swanson and Lind Graves

Lot Size: 151' feet by 193' feet.
(width) (depth)

Brief Description of Work to be Done:

See attached cover letter for description of proposed work.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	
<input type="radio"/> Approved with Conditions	
<input type="radio"/> Denied	
<input type="radio"/> Withdrawn	
<input type="radio"/> Staff Approval	
(Date)	(Authorized Signature)

Heather Perry
(Name of Applicant - type or print)
317-C Pollock Street, New Bern, NC 28560
(Mailing Address) (Zip Code)
20 June 2016 252-637-6373
(Date) (Daytime Phone Number)
Heather Perry, RA
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until _____. Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.)

(Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.



June 20, 2016

Ms. Emily Rebert
City of Washington
erebert@washingtonnc.gov

RE: Exterior Improvements to
727 Short Drive
Washington, NC 27889

Dear Ms. Rebert,

Enclosed herewith please find an Application for a Certificate of Appropriateness for your use and further distribution.

This submittal consists of the following:

- Application for a Certificate of Appropriateness
- Drawings A-1 through A-6, 11 inch by 17 inch maximum format, six sheets

Brief Description of work to be done (see attached drawings for locations):

1. All existing windows to be removed and upgraded
2. Front elevation: Eastern entrance – remove existing columns and pediment. Addition of foyer, porch, stairs, door, sidelights, and transom
3. Front elevation: Western entrance – extend roof overhang, replace existing (3) columns with (4) smaller columns, replace existing railing with new railing
4. Front elevation: Reconfigure windows in small dormer to better compliment dormer proportions
5. Front elevation: Reconfigure windows in large dormer to better compliment dormer proportions
6. Rear elevation: Reconfigure windows on sun porch to distinguish newer construction and to better compliment enclosed porch proportions
7. Side elevation: Remove existing windows
8. Additional paving at the street to accommodate a parallel parking space and to further emphasize the western entrance and de-emphasize the eastern entrance

Predominant materials to be used on the project are as follows:

- All existing windows (vinyl) are to be removed and replaced with wood interior / aluminum clad exterior, simulated true divided lights with muntins on exterior and interior
- New fascia, soffit, skirt, trim, and siding board shall match existing synthetic fascia, soffit, skirt, trim, and siding



- New masonry foundation walls and steps with brick coursework where exposed to match existing masonry foundation walls and steps
- Dimensional lumber for floor and roof framing.
- Column material shall match existing surrounding material
- Synthetic end posts and railings with center aligned balustrade
- New metal roofing shall match existing metal roofing

Any appurtenant maintenance required for adjacent constructions encountered throughout the course of work will be replacement in kind.

Please place this item on the agenda for the forthcoming meeting to be held on **July 5, 2016.**

Sincerely,

Heather Perry, RA

Cc: Owner, lindgraves@gmail.com, swansongraves@gmail.com





Beaufort
Printed June 13, 2016
See Below for Disclaimer



Parcels

Property Land Owners

Interior Tract Lines

Centerlines

County Line

County Line (Solid)

State

<u>PIN</u>	<u>GPIN</u>	<u>GPIN LONG</u>
01015774	5675-59-4230	5675-59-4230
<u>OWNER NAME</u>	<u>OWNER NAME2</u>	<u>MAILING ADDRESS</u>
GRAVES C SWANSON III	GRAVES LIND C	705 SHORT DRIVE
<u>MAILING ADDRESS2</u>	<u>CITY</u>	<u>STATE</u>
705 SHORT DRIVE	WASHINGTON	NC
<u>ZIP</u>	<u>PROPERTY ADDRESS</u>	<u>ACRES</u>
27889	727 SHORT DR	0.68
<u>NBR BLDG</u>	<u>DATE</u>	<u>DEED BOOK and PAGE</u>
1	6/23/2015 12:00:00 AM	1875/00688
<u>LAND VAL</u>	<u>BLDG VAL</u>	<u>DEFR VAL</u>
358512	244787	0
<u>TOT VAL</u>	<u>NBHD CDE</u>	<u>NBHD DESC</u>
603299	WSMW	WEST SIDE MAIN WATERFRONT
<u>STAMPS</u>	<u>SALE PRICE</u>	<u>LAND USE</u>
1350	675000	
<u>PROP DESC</u>	<u>MBL</u>	<u>EXEMPT AMT</u>
1 LOT 727 SHORT DRIVE	567500201	
<u>ROAD TYPE</u>	<u>YR BUILT</u>	<u>SQ FT</u>
PAVED	1942	4380
<u>SUB CDE</u>	<u>SUB DESC</u>	<u>NBR BED</u>
BLUS01	SINGLE FAMILY RESIDENCE	4
<u>NBR BATHS</u>	<u>EFF YR</u>	<u>REID</u>
3	1986	43371
<u>TAXABLE VA</u>	<u>PREV ASSES</u>	<u>TOWNSHIP</u>
603299	603299	1
<u>EXEMPT PROP</u>	<u>NBR STORIES</u>	<u>NBR HALF BATHS</u>
	1	1
<u>OBJECTID 1</u>		
6165		

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Adjoining Property Owners: 727 Short Drive

BEHAR MICHEAL
729 SHORT DRIVE
WASHINGTON NC 27889

GRAVES C SWANSON III
727 SHORT DRIVE
WASHINGTON NC 27889

MAYNE WINFIELD K
735 WEST MAIN ST
WASHINGTON NC 27889

TATE JOHN B III
719 SHORT DRIVE
WASHINGTON NC 27889

BUTLER JOHN WALTER
731 WEST MAIN STREET
WASHINGTON NC 27889

FOWLE SADIE F
721 W MAIN STREET
WASHINGTON NC 27889

PAYNE THOMAS S III
719 W MAIN STREET
WASHINGTON NC 27889

June 28, 2016

Subject: Certificate of Appropriateness – 727 Short Drive

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by the City of Washington, your property is located within 100 feet of the above referenced property.

A request has been made by the owner of 727 Short Drive to make the following alterations to their property:

- a. Upgrade windows.**
- b. Remodel the entrance on the eastern front façade to remove the existing columns and pediment. There will be an addition of a foyer, porch, stairs, sidelights and transom.**
- c. Remodel the entrance on the western front façade to extend the roof overhang, replace the existing 3 columns with 4 smaller columns, and replace the existing railing with a composite railing.**
- d. Reconfigure the windows in the small and large dormers to better compliment the dormer proportions on the front façade.**
- e. Reconfigure the windows on the sun-porch to distinguish newer construction and to better compliment the enclosed porch proportions on the rear elevation.**
- f. Enclose a window on the rear, side elevation entirely.**
- g. Additional paving at the street.**

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday July 5, 2016

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,



Emily Rebert
Community Development Planner
Historic Preservation
252-946-0897
erebert@washingtontnc.gov

Staff Report

727 Short Drive

The application for the property located at 727 Short Drive is requesting approval to make the following alterations to the structure on the property:

- a. Upgrade windows.
- b. Remodel the entrance on the eastern front façade to remove the existing columns and pediment. There will be an addition of a foyer, porch, stairs, sidelights and transom.
- c. Remodel the entrance on the western front façade to extend the roof overhang, replace the existing 3 columns with 4 smaller columns, and replace the existing railing with a composite railing.
- d. Reconfigure the windows in the small and large dormers to better compliment the dormer proportions on the front façade.
- e. Reconfigure the windows on the sun-porch to distinguish newer construction and to better compliment the enclosed porch proportions on the rear elevation.
- f. Enclose a window on the rear, side elevation entirely.
- g. Additional paving at the street.

This is currently *not* considered a contributing structure in Washington's historic district.

Noncontributing structures do not necessarily need to be held to the same standards as contributing structures. However, noncontributing structures have the ability to one day become contributing based on their age or historical significance. When considering alterations to noncontributing structures, also take into account the importance of that feature for that building as it may reset the contributing status clock.

Please review the following chapters in the Design Guidelines:

Chapter 3.4 Windows and Doors
Chapter 3.6 Porches and Entryway
Chapter 3.10 Architectural Details
Chapter 4.3 Parking, Driveways and Sidewalks

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning & Development

Re: The owner of 727 Short Drive has submitted a request for a Certificate of Appropriateness to do the following with their property located at 727 Short Drive:

- a. Upgrade windows.
- b. Remodel the entrance on the eastern front façade to remove the existing columns and pediment. There will be an addition of a foyer, porch, stairs, sidelights and transom.
- c. Remodel the entrance on the western front façade to extend the roof overhang, replace the existing 3 columns with 4 smaller columns, and replace the existing railing with a composite railing.
- d. Reconfigure the windows in the small and large dormers to better compliment the dormer proportions on the front façade.
- e. Reconfigure the windows on the sun-porch to distinguish newer construction and to better compliment the enclosed porch proportions on the rear elevation.
- f. Enclose a window on the rear, side elevation entirely.
- g. Additional paving at the street.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Swanson Graves to alter the various components listed above on the property located at 727 Short Drive. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Chapters 3.4, 3.6, 3.10, and 4.3.**

Or

I move that the Historic Preservation Commission **grant a Certificate of Appropriateness** to Swanson Graves to alter the various components listed above on the property located at 727 Short Drive. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically **Chapters 3.4, 3.6, 3.10, and 4.3.** I further move that the Historic Preservation Commission **place the following conditions** on the approval:

Or

I move that the Historic Preservation Commission **deny a Certificate of Appropriateness** to Swanson Graves to alter the various components listed above on the property located at 727 Short Drive. This motion is based on the following findings of fact: the application is *not* congruous with the Historic Preservation Commission Design Guidelines, specifically **Chapters 3.4, 3.6, 3.10, and 4.3.**

Moss Landing

Blanket Approval

APPLICATION FOR A CERTIFICATE OF APPROPRIATENESS

Historic Preservation Commission
Washington, NC

To: Washington Historic Preservation Commission
102 East 2nd Street
Washington, NC 27889

Please Use Black Ink

Street Address of Property: Moss Landing Development - Blanket Approval

Historic Property/Name (if applicable): N/A

Owner's Name: Beacon Street Development Co. - Jim Wiley

Lot Size: na feet by na feet. na
(width) (depth)

List all properties within 100 feet; on both sides, in front (across the street), and to the back of the property: (If necessary, attach a separate sheet)

Brief Description of Work to be Done:

Seeking a blanket approval for eleven residential building plans to be processed as Minor Works in future construction.

I understand that all applications for a Certificate of Appropriateness that require review by the Historic Preservation Commission must be submitted by 5:00 p.m. on the 15th of the month prior to the meeting I wish to attend; otherwise consideration will be delayed until the following HPC meeting. An incomplete application will not be accepted. I understand approved requests are valid for one year.

Office Use Only	
(Date Received)	(Initials)
ACTION	
<input type="radio"/> Approved	
<input type="radio"/> Approved with Conditions	
<input type="radio"/> Denied	
<input type="radio"/> Withdrawn	
<input type="radio"/> Staff Approval	
(Date)	(Authorized Signature)

Jim Wiley - Beacon Street Development Co.
(Name of Applicant - type or print)

PO Box 6474 Raleigh, NC 27628
(Mailing Address) (Zip Code)

6/20/16 919-785-1445
(Date) (Daytime Phone Number)

Jim Wiley
(Signature of Applicant)

Upon being signed and dated below by the Planning Department or designee, this application becomes a Minor Works Certificate of Appropriateness. It is valid until . Issuance of a Minor Works Certificate shall not relieve the applicant, contractor, tenant, or property owner from obtaining any other permit required by City code or any law. Minor work projects not approved by staff will be forwarded to the Historic Preservation Commission for review at its next meeting.

(Minor Work Auth. Sig.) (Date)

Applicant's presence or that of your authorized representative is required at the meeting of the Historic Preservation Commission at which the application is to be considered. You must give written permission to your authorized representative to attend the hearing on your behalf.

PROJECT CATEGORIES (check all that apply):

- ☐ Exterior Alteration ☐ Addition
☒ New Construction ☐ Demolition

This document does not constitute the issuance of a Building Permit. It is the responsibility of the applicant to obtain all necessary permits before commencing work. Contact the Inspections Department at 252-975-9304.

SUPPORTING INFORMATION:

Attach 8-1/2" x 11" sheets with written descriptions and drawings, photographs, and other graphic information necessary to completely describe the project. Use the checklist below to be sure that your application is complete. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. (Leave the checkbox blank if the item is not applicable).

- **Written Description.** Describe clearly and in detail the nature of your project. Include exact dimensions for materials to be used (ie. Width of siding, window trim, etc.)
- **Plot Plan** (if applicable). A plot plan showing the relationship of buildings, additions, sidewalks, drives, trees, property lines, etc., must be provided if your project includes any addition, demolition, fences, walls, or other landscape work. Show accurate measurements. You may also use a copy of the survey that you received when you bought your property. Revise the copy as needed to show existing conditions and your proposed work.
- **Description of Materials** (provide samples if appropriate).
- ☐ **Photographs** of existing conditions.
- **Drawings** showing proposed work. Include one set of full size drawings when available.
 - ☐ **Plan** drawings.
 - **Elevation** drawings showing the new façade(s).
 - **Dimensions** shown on drawings.
 - **8-12" x 11" reductions** of full-size drawings. If reduced size is so small as to be illegible, make 8-1/2" x 11" snapshots of individual drawings on the bigsheet. Photocopy reductions may be obtained from a number of blueprinting and photocopying businesses.
- ☐ **State or Federal Tax Credits/Funds or CAMA Permits.** If you are applying for any of these programs, you must include a copy of your letter or permit from the State.
- ☐ **Black Ink.** Your application must be prepared in black ink on 8-1/2" x 11" sheets so that it can be copied for commission members. Applications prepared in blue, red, or other colored inks and/or pencil copy poorly and will not be accepted.

(Office Use Only)

Section (page)	Topic	Brief Description of Work
Chapter 5.0	New Construction	Construct single family dwelling
Section 5.2	Residential Construction	



Moss Landing

Table of Contents

1. The Adirondack
2. The Beaufort
3. The Boardwalk
4. The Live Oak
5. The Magnolia
6. The Pamlico
7. The Parkside
8. The Riverside
9. The Schooner
10. The Schooner Alternate (wrap-around porch)
11. The Washington



DOWNTOWN DEVELOPMENT
& HISTORIC PRESERVATION

June 20, 2016

Subject: Certificate of Appropriateness – Moss Landing- Blanket Approval

Dear Adjoining Property Owner,

Whenever exterior renovation work is being conducted in the Washington Historic District all property owners within 100 feet of the proposed construction activities are required to be notified by the City of Washington. According to the application submitted by Moss Landing and Beacon Street Development your property is located adjacent to the above subject property.

A request has been made by Beacon Street for a blanket approval of eleven residential building plans to be processed as minor works for future construction.

If you would like to see plans for this work, please visit the City Planning Office prior to the meeting. Additionally, the full application is available on the city website.

You are welcomed and encouraged to attend the regularly scheduled meeting of the Washington Historic Commission. Please note the following date, time, and place:

Date: Tuesday July 5, 2016

Place: City Hall - Municipal building, 102 East Second Street. Enter from the Market Street side of the building and go to the second floor.

Time: 7:00 PM

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Emily Rebert", written in a cursive style.

Emily Rebert
Community Development Planner
Historic Preservation
252-946-0897
erebert@washingtonnc.gov

Adjacent Property Owners – Moss Landing – Harbour Homes

Jim Nance
PO Box 2247
Washington, NC 27889

Stan Friedman
401 Moss Way Ste 301
Washington, NC 27889

Vickie Dotson
620 Duck Creek Rd
Washington, NC 27889

Moss Property Partners
1589 West 5th Street
Washington, NC 27889

Ms. Dee Congleton
210 Water Street
Washington, NC 27889

Herman Gaskins Jr.
PO Box 933
Washington, NC 27889

NC Estuarium
223 E. Water Street
Washington, NC 27889

Charlie Hough
201 S. Academy Street
Washington, NC 27889

William Toler
224 Water Street
Washington, NC 27889

Rebecca Clark
203 S. Academy Street
Washington, NC 27889

Richard H. Hodges
1537 Craig Street
Greenville, NC 27834

Litchfield Holdings, LLC
135 Harbor Road
Washington, NC 27889

Dianna Aideuis
122 S. Harvey Street
Washington, NC 27889

A.L. Crisp
122 S. Academy Street
Washington, NC 27889

Charlotte N. Mason
119 S. Harvey Street
Washington, NC 27889

Victoria Rader
113 S. Harvey Street
Washington, NC 27889

Maurice M. Bridgeman
204 Yukon Street
Hampton, Va. 23663

Walter T. Hannah
1721 Anderson Street
Wilson, NC 27893

Margaret Gray Howdy
326 Water Street
Washington, NC 27889

Steve Gallo
300 Southberry Wynd
Greenville, NC 27834

Gary Shippy
109 Sonoma Valley Drive
Cary, NC 27518

Jeffrey Davis
315 Yadkin Drive
Raleigh, NC 27609

Steven Ballard
605 East 5th Street
Greenville, NC 27858

Dennis P. Kane
PO Box 1197
Island Heights, NJ 08732

Arthur Tyndall
110 S. Harvey Street
Washington, NC 27889

Cheryl V. Vaughn
210 S. Academy Street
Washington, NC 27889

Dorothy Wheeler
512 Hickory Woods Way
Antioch, TN 37013

Richard Couch
207 S Academy Street
Washington, NC 27889

Robert L Rose
309 Moss Way Ste 201
Washington, NC 27889

Emerson Strader
309 Moss Way Ste 202
Washington, NC 27889

Robert Farrar
309 Moss Way Ste 203
Washington, NC 27889

Ronald L Faulk
309 Moss Way Ste 101
Washington, NC 27889

Bonnie Greenhalgh
309 Moss Way Ste 102
Washington, NC 27889

Lawrence Berman
309 Moss Way Ste 103
Washington, NC 27889

Jay D. Jacobs
401 Moss Way Ste 103
Washington, NC 27889

Staff Report

Beacon Street's Moss Landing

Moss Landing has submitted an application requesting blanket approval for eleven residential building plans to be processed as minor works in future construction. Small changes to individualize the structures will still be considered minor works (i.e. different shutter or door styles). Should a heavily altered variation of a plan or custom plan be submitted, it will go before the commission as a major work.

Moss Landing is currently *not* considered a contributing development in Washington's historic district. Noncontributing structures do not necessarily need to be held to the same standards as contributing structures. However, noncontributing structures have the ability to one day become contributing based on their age or historical significance. When considering alterations to noncontributing structures, also take into account the importance of that feature for that building as it may reset the contributing status clock.

Please study the Design Guidelines in **Chapter 5.0 New Construction** and **5.2 Residential Construction**.

REQUEST FOR COMMISSION ACTION

To: Historic Preservation Commission

From: Emily Rebert, Planning and Development

Re: Moss Landing – Blanket Approval for 11 Residential Building Plans

A request has been made by Mr. Jim Wiley of Beacon Street Development for a blanket approval of eleven residential building plans to be processed as minor works in future construction. Please review the Design Guidelines, specifically Chapter 5.0 New Construction Section 5.2 Residential Construction.

To grant such a request, the Historic Preservation Commission must make findings of fact, which are included in the sample motions below. Any conditions the Commission feels appropriate may be attached to the motion.

Possible Actions

I move that the Historic Preservation Commission grant approval to Mr. Jim Wiley of Beacon Street Development for a blanket approval of eleven residential building plans to be processed as minor works in future construction for Moss Landing. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 5.0 New Construction Section 5.2 Residential Construction.

or

I move that the Historic Preservation Commission grant approval to Mr. Jim Wiley of Beacon Street Development for a blanket approval of eleven residential building plans to be processed as minor works in future construction for Moss Landing. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 5.0 New Construction Section 5.2 Residential Construction. I further move that the Historic Preservation Commission place the following conditions on the approval:

or

I move that the Historic Preservation Commission *deny* approval to Mr. Jim Wiley of Beacon Street Development for a blanket approval of eleven residential building plans to be processed as minor works in future construction for Moss Landing. This motion is based on the following findings of fact: the application is *not* congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 5.0 New Construction Section 5.2 Residential Construction.

MINOR WORKS

Minor Works

1. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 103 River Chase to install a new HVAC system on the tertiary elevation of the property.
2. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 331 Harvey Street to install a new gas pack in place of the previous one of the property.
3. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 209 East MLK Drive to trim and remove tree limbs that are encroaching on the roof of the property.
4. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 238 East Main Street to install a new gas pack in place of the previous one of the property.
5. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 524 West Main Street to repair and replace roofing materials in kind on the roof of the property.
6. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 609 West Main to trim and remove tree limbs that are encroaching on the roof of the property.
7. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 219/221 Pierce Street to repair and replace rotten siding on the house of the property.
8. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 207 Pierce Street to repair and replace rotten siding on the house of the property.
9. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 219 East Main Street to repair and replace rotten fascia board on the front porch of the property.
10. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 129 North Van Norden Street to repair and replace roofing on the house of the property.
11. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 228 Stewart Parkway to repair and replace roofing on the structure. They will also be repairing the deck

12. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 126 North Market Street to place seating on the north side of the property.
13. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 120 North Charlotte Street to add awnings over the two rear entrances of the property.

OTHER BUSINESS

**Washington's
Demolition by Neglect
Ordinance:
Property Status**



DOWNTOWN DEVELOPMENT
& HISTORIC PRESERVATION

June 20, 2016

Subject: Demolition By Neglect Ordinance Progress

Attention: Historic Preservation Commission

From: Emily Rebert, Community Development Planner

At this time the planning office will cease pursuing new candidates for the Demolition By Neglect Ordinance throughout the remaining 2016 year. Instead we will concentrate on holding the current properties accountable to their projected plan. New candidates will be added in 2017 pending the status of the current properties.

In the meantime, should you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Emily Rebert".

Emily Rebert
Community Development Planner
Historic Preservation
252-946-0897
erebert@washingtonnc.gov

MINUTES

**WASHINGTON HISTORIC PRESERVATION
COMMISSION**

Regular Scheduled Meeting – Minutes

Tuesday, June 7, 2016

7:00 PM

Members Present

Monica Ferrari Mary Pat Musselman
Geraldine McKinley Ed Hodges
Mark Everett Judi Hickson
William Kenner

Members Absent

All members were present

Others Present

Emily Rebert, Historic Planner
Jessica Green, Administrative Support

I. Opening of the meeting

The Chairman called the meeting to order.

II. Invocation

A moment of silence was taken by staff.

III. Roll Call

A silent roll call was taken by staff.

Mark Everett made a motion to accept the agenda. Monica Ferrari seconded the motion and all voted in favor.

IV. Old Business

V. Certificate of Appropriateness

A. Major Works

1. A request has been made by Mr. Steven Rader and Ms. Charlotte Mason for a Certificate of Appropriateness to remove a pine tree located in the back yard of the property on 119/117 South Harvey Street.

This request was continued to the July meeting.

2. A request has been made by Ms. Elizabeth Haubenreiser for a Certificate of Appropriateness to enclose the back porch located in the back yard of the property located at 118 South Academy Street.

Ms. Haubenreiser came forward and was sworn in. She explained her request to the Commission members. She stated that she would like to enclose the porch on the rear of her house. She stated that she would install three-panel sliding glass doors and explained the other materials that she will be using. Ms. Haubenreiser then answered questions from the Commission. Ed Hodges stated that none of this area is visible from the street and Emily Rebert explained that this is a non-contributing structure.

Monica Ferrari made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Ms. Mary Haubenreiser to convert the current back patio into an enclosed porch located in the tertiary elevation of the property located at 118 South Academy Street. This motion is based on the following findings of fact: the application is congruous with the Historic Preservation Commission Design Guidelines, specifically Section 3.6 Porches and Entryways Subsection 3.6.5. William Kenner seconded the motion. All voted in favor and the motion carried.

3. A request has been made by Mr. Brantley Peck for a Certificate of Appropriateness to replace windows throughout the house on the property located at 715 Short Drive.

Brantley Peck came forward and was sworn in. He explained to the Commission that he would like to replace his windows with vinyl replacement windows. He presented photos and explained why he needs to replace the windows and the damage that the current windows are causing to the house. He stated that he is primarily asking to replace the windows on the second story elevation that are causing the water damage. He stated that in order to see the second story windows on the home you have to stand 30 to 40ft away in his neighbor's yard to even see the top of the windows. He stated that they are not visible from the street. He explained that these windows are on the sides and on the back; none of them face Short Drive. Mr. Peck stated that he mainly is asking to replace the 11 second story windows on the sides and on the river side that are causing the damage.

William Kenner asked if the house was contributing. Emily Rebert stated that it is. Mark Everett asked since the home is on the river front if the Commission was actually dealing with two front facades of the home. Ms. Rebert explained that since the house is on the waterfront it technically has two primary elevations. William Kenner asked if Mr. Peck could get these windows in wood. The contractor explained that they could get the windows in a composite wood, but the cost is sufficiently higher. The Commission discussed the request further. Mr.

Peck stated that all the windows on the new construction on the house are already vinyl windows. The Commission and the contractor discussed other options to repair the windows and prevent further water damage.

The Chairman opened the floor and no one came forward to speak for or against the request. The floor was closed and the Commission discussed the request amongst themselves.

William Kenner made the following motion: I move that the Historic Preservation Commission deny a Certificate of Appropriateness to Mr. and Mrs. Brantley Peck to replace the existing wooden windows on the property located at 715 Short Drive. This motion is based on the following findings of fact: the application is not congruous with the Historic Preservation Commission Design Guidelines, specifically Chapter 3.4 Windows and Doors. Mary Pat Musselman seconded the motion. The motion carried with at 5 to 2 vote with Geraldine McKinley and Ed Hodges voting in opposition. Mr. Kenner suggested that Mr. Peck use wood windows and gave some suggestions from his own experience with windows replacement on his historic home. Mary Pat Musselman talked about the number of homes they have lost on the registry due to alternative materials that compromise the historical integrity of the homes. She stated that she felt confident that the Commission is trying to preserve the historic integrity of Mr. Peck's home by denying the vinyl windows.

The Commission then discussed the option of wood composite windows. The Commission discussed the issue further and some of the Commission members argued their points.

Judi Hickson made the following motion: I move that the Historic Preservation Commission grant a Certificate of Appropriateness to Mr. and Mrs. Brantley Peck to replace the 11 second story windows with vinyl windows on the property located at 715 Short Drive. This motion is based on the following findings of fact: that the wooden windows are causing serious water damage to both the exterior and the interior of the house. Geraldine McKinley seconded the motion. The motion carried with at 5 to 2 vote with William Kenner and Mary Pat Musselman voting in opposition.

B. Minor Works

1. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 222 East Second Street to install a new HVAC system on the tertiary elevation of the property.
2. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 625 East Second Street to install a new HVAC system on the secondary elevation of the property.
3. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 231 East Main Street to install a new HVAC system on the tertiary elevation of the property.

4. A request has been made and approved by staff for a Certificate of Appropriateness for the City of Washington to remove two overgrown china ball trees in the parking lot of Brown Library.
5. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 213 North Market Street to repair and replace decorative transom elements on the front facade of the property.
6. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 239 West Main Street update the split heat pump on the property.
7. A request has been made and approved by staff for a Certificate of Appropriateness for the owner of 715 Short Drive to repair flashing and replace cedar shakes on the siding of the house on the property.

Geraldine McKinley made a motion to approve all the minor works. Her motion was seconded by Judi Hickson. All voted in favor and the motion carried.

VI. Other Business

1. Demolition By Neglect Ordinance: Property Status

Emily Rebert came forward and updated the Commission on the status of the homes being pursued for Demolition by Neglect.

William Kenner talked about a historic marker/sign idea for the homes in the district and how it may encourage home owners to maintain their properties.

William Kenner made a motion for the staff to pursue the idea and put together a cost estimate for the project to present to the City Council.

Staff and the Commission discussed the next meeting set for July 5th and the workshop on August 2nd with John Wood.

VII. Approval of Minutes – May 3rd 2016

Mark Everett made a motion to approve the minutes. The motion was seconded by Judi Hickson and all voted in favor.

VIII. Adjourn

There being no other business. Geraldine McKinley made a motion to adjourn. Her motion was seconded by Mark Everett.